TOWN OF WAYLAND

WARRANT

With Report of the Finance Committee

2001 ANNUAL TOWN MEETING

Thursday, April 26, 2001 7:45 P.M.
Wayland High School Field House

ANNUAL TOWN ELECTION

Tuesday, April 24, 2001

Precincts 1 and 4	**Town Building Gymnasium**
Precincts 2 and 3	**Wayland Middle School Gymnasium**

VOTING HOURS: 7:00 A.M. to 8:00 P.M.

Important Voting Information: Residents voting at the Wayland Middle School, please be advised the school is currently under renovations. You will continue to vote at the same location, but will enter the polls through the main entrance of the school, not the gym entrance, and proceed down the corridor to the gymnasium.

NOTICE

The Town of Wayland does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. Wayland does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990 (ADA).

Questions, concerns, complaints, or requests for additional information regarding the ADA may be forwarded to Wayland's designated ADA Compliance Coordinator.

Name:	Karen Woronicz
Title:	Personnel Director
Office Address:	41 Cochituate Road, Wayland MA 01778
Phone Number:	(508) 358-3623
Fax Number:	(508) 358-3627
TDD:	(508) 358-0194 or 911
Days/Hours Available:	Monday-Friday, 8:30 a.m. to 4:30 p.m.

Individuals who need auxiliary aids for effective communication in programs and services of Wayland are invited to make their needs and preferences known to the ADA Compliance Coordinator. A minimum of fourteen days' notice is required.

This notice is available in large print and on audio tape from the ADA Compliance Coordinator.

TOWN OF WAYLAND
2001 ANNUAL TOWN MEETING WARRANT
With Report of the Finance Committee

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ADJOURNED MEETINGS

It is anticipated that if adjourned meetings are necessary to complete action on these warrants, they will be held on the following dates, subject to Town Meeting approval:

April 30	- Monday
May 2	- Wednesday
May 3	- Thursday

and thereafter, as may be necessary, on Mondays, Wednesdays, and Thursdays as Town Meeting directs.

If you have any questions about the Articles, please attend **the Warrant Hearing on Tuesday, April 17, 2001, at 8:00 P.M.** at the Town Building. You may also call the Executive Secretary's office at 358-3621 before Town Meeting.

NOTICE REGARDING MOTIONS

This warrant for Wayland Town Meeting is issued by the Board of Selectmen and is served upon all residents by mail and by posting at the Town Building, the Wayland Public Library, the Cochituate Fire Station or the Cochituate Post Office, and at Happy Hollow School. It contains the agenda of subjects to be acted upon, i.e., the articles.

By state law, no action at the town meeting is valid unless the subject matter is contained in the warrant. This requirement means only that the subjects to be acted upon must be sufficiently stated in the warrant to apprise voters of the nature of the matters with which the meeting is authorized to deal. It does not require that the warrant contain an accurate forecast of the precise action that the meeting will take upon those subjects. A valid motion at town meeting may differ from the underlying article, but it must be within the scope of that article.

If you are in doubt about the action town meeting might take under an article, you should plan to attend the town meeting.

NOTICES

The **Wastewater Management District Commission** will convene a hearing on May 2, 2001, at 7:00 p.m. at the Wayland High School Field House. The hearing is being held pursuant to the requirements of Chapter 461 of the Acts of 1996, Section 7(a). The hearing will present information relative to fees, rates and charges.

Important Voting Information: Residents voting at the Wayland Middle School, please be advised the school is currently under renovations. You will continue to vote at the same location, but will enter the polls through the main entrance of the school, not the gym entrance, and proceed down the corridor to the gymnasium.

TOWN MEETING PROCEDURES

Town Meeting functions best when all voters are familiar with its rules of procedure. A summary of those rules appears in the document, "The Moderator's Rules and Regulations Governing Wayland's Town Meetings" prepared by the Moderator and included as part of this warrant booklet.

QUANTUM OF VOTE

The quantum of vote is specified in the warrant for each article.

For those articles involving appropriations which are anticipated to be provided by taxation or from available funds or transferred funds previously appropriated for another purpose, a majority quantum of vote is indicated. For articles which are anticipated to be funded by borrowing, a two-thirds quantum of vote is indicated.

Certain articles request the action of Town Meeting under its general legislative powers (i.e., to hear and accept reports, to appoint a committee, to adopt a resolution or "sense of the meeting" vote, etc.), and in such cases no particular statute is referenced. Town Counsel has advised that, as a matter of common law precedent in Massachusetts, such matters are decided by a majority vote.

NO SMOKING NOTICE

Voters are reminded that there is no smoking permitted on school grounds.

REPORT OF THE FINANCE COMMITTEE

To the Residents of Wayland:

The Finance Committee members are pleased to present the report of the Finance Committee. This report details the budget process, reviews expenses and revenues for the upcoming fiscal year 2002 (FY02) and presents a 5-year capital plan. The report also highlights Wayland's financial trends and the impact on future budgets.

THE COMMITTEE

The Wayland Finance Committee is comprised of seven residents who are appointed by the Board of Selectmen. The members' three year terms are staggered, which has allowed for a mix of new and experienced members. Meetings are normally scheduled for Monday evenings and prior notice is posted on the Town Building bulletin board. Our meetings are open to the public and include a public comment period. Residents wishing to offer public comment or to observe are welcome.

ROLE

The Code of the Town of Wayland charges the Finance Committee with two principal roles. The Committee is required to prepare and present the Omnibus Budget (the Town's operating and capital budgets), which appears as an article in the Annual Town Meeting Warrant. The Committee is also responsible for review and comment on articles submitted for inclusion in the Warrant.

Secondary roles include the preparation of financial reports that appear in the Warrant and in the Annual Reports of the Town of Wayland. We also manage a small reserve fund set aside to meet extraordinary or unforeseen expenditures.

In carrying out our two primary roles, the Finance Committee considers both the short and long-term fiscal position of the Town with guidance from the following mission statement and financial strategy.

MISSION STATEMENT

The mission of the Wayland Finance Committee is to define a financial strategy for the Town and to use this strategy as the basis for recommending to the Town a fiscally responsible operating and capital spending plan. The Finance Committee seeks to balance the demand for services against the ability of residents with a broad range of financial situations to afford these services.

FINANCIAL STRATEGY

The Finance Committee's strategy is to recommend the following: 1) maintenance of high quality Town services supplied by an efficient workforce, 2) continued infrastructure investment via a capital spending plan, and 3) preservation of Free Cash levels equal to approximately five percent of the total budget, as recommended by financial lending institutions and the Commonwealth of Massachusetts Department of Revenue.

BUDGET PROCESS

Work on the proposed budget for FY02 began in early Fall of 2000. Finance Committee members met with departments, commissions and committees whose expenditures comprise the bulk of Town expenses. These liaison meetings informed the Finance Committee of specific personnel and expense needs.

After reviewing estimated revenues and expenses, the committee issued budget guidelines for FY02 on November 16, 2000. A budget guideline workshop was held in late November. In January and early February of 2001, the committee met with each department to discuss specific budget requests. After committee deliberations and an open budget hearing in early March, the committee unanimously voted to recommend the FY02 Omnibus Budget.

FY02 OMNIBUS BUDGET

The Omnibus Budget includes various Town operating expenses, unclassified expenditures such as employee health insurance, and debt and interest. The budget also includes requests for new capital items.

OPERATING EXPENSES

The FY02 Budget detailed in the Omnibus Budget article proposes operating expenses of $ 40,380,924. This represents an increase from FY01 of 7.4 %. Table 1 depicts department increases.

Table 1
Department Operating Expenses

Description	*Approved FY01*	*Proposed FY02*	*Difference*	*% Change*
Debt & Int.	$ 4,161,215	$ 4,048,669	$ (112,546)	-2.7%
General Govt.	$ 2,080,635	$ 2,113,312	$ 32,677	1.6%
Health	$ 492,858	$ 504,339	$ 11,481	2.3%
Highway	$ 1,099,283	$ 1,100,483	$ 1,200	0.1%
Landfill	$ 389,168	$ 410,568	$ 21,400	5.5%
Library	$ 691,176	$ 732,964	$ 41,788	6.0%
Park & Rec.	$ 1,155,313	$ 1,157,976	$ 2,663	0.2%
Protection	$ 4,000,375	$ 4,079,080	$ 78,705	2.0%
Regional School	$ 95,155	$ 91,779	$ (3,376)	-3.5%
School	$20,803,840	$22,845,850	$ 2,042,010	9.8%
Unclassified	$ 2,491,000	$ 3,163,000	$ 672,000	27.0%
Veterans	$ 7,193	$ 7,693	$ 500	7.0%
Youth Serv.	$ 122,077	$ 125,222	$ 3,145	2.6%
Totals	$37,589,288	$40,380,924	$ 2,791,647	7.4%

It is important to note that salary negotiations with Town unions are unresolved. In constructing the FY02 budget, the Finance Committee has assumed a negotiated salary increase. Salaries constitute over 65 % of town operating expenses. A financially unfavorable school or municipal union contract settlement will add to operating expenses noted above.

Based on the Finance Committee's assumptions, the proposed budget will not require a Proposition 2 ½ override. An override vote is avoided because of the Town's unused (or excess) levy capacity. Unused levy capacity occurs when the actual tax levy increase is less than the Town's maximum allowable levy (2 ½) as established by Proposition 2 ½. In fiscal years 1999 and 2000 the tax levy increase was 1 % and 0 % respectively. Because the allowable levy increase (2 ½) will not be sufficient, a portion of the unused tax levy capacity will be used in fiscal year 2002 to raise revenues to pay expenses (Table 2).

Several items from this operating budget are particularly worthy of note.

School: This department's 9.8 % budget increase is caused by enrollment growth, salary increases for existing staff, program enhancements, special services, and class size reductions. The School Department anticipates hiring 14 additional certified staff.

Municipal: Increases in municipal department budgets are primarily due to personnel additions. The Personnel Board approved 2 of the 10 new full time municipal positions originally proposed by departments. The Finance Committee voted to support the Personnel Board's decisions. Two new groundskeeper positions requested by the Park and Recreation Department were voted affirmatively. Park and Recreation program fees will be raised

modestly to mitigate the cost of new personnel. Also, extra hours for two Library positions, Reference and Technical Services, were approved by the Committee.

Unclassified: Estimated increases in health care insurance, general property and casualty insurance, the reserve account for municipal salary settlements and the reserve fund account cause this category to increase. The reserve fund increase is based on recent historical needs and is set at ½ of one per cent of the Omnibus operating budget.

Debt and Interest: Debt and interest will decrease because maturing bonds exceed new borrowings.

NONBUDGET EXPENSES

The Town is also responsible for State and County assessments, real estate abatements and Town employee retirement expenses. The Finance Committee estimates these charges will cost an additional $ 2,339,037 in fiscal year 2002.

The Omnibus Budget expenses plus the nonbudget expenses total $ 42,719,972.

CAPITAL REQUESTS

Capital requests for FY02 total $1,439,000. The School Department is requesting $ 574,500 in capital items. The majority of the School total will be spent on technology and building repairs.

Municipal department requests totaled $ 265,500. Significant items include $ 24,000 for Joint Communication Center radio rehabilitation, $ 26,000 worth of computer and telephone upgrades at the Library, $ 43,000 to replace an aged 4 X 4 Highway Department truck as well as $ 54,500 to refurbish two other pieces of road equipment.

The Landfill is requesting a compactor unit that costs $ 45,000.

The Water Department requests $ 40,000 to purchase a replacement service truck and $ 559,000 to replace and improve water lines and systems on Plain Road.

FY02 REVENUES

General Fund Revenues are estimated to provide $ 40,709,730 in FY02. Table 2 depicts the sources of revenue.

Table 2
Revenue Sources

Description	*FY01*	*Projected FY02*	*Difference*
Est. State Revenues	$ 4,777,532	$ 5,127,000	$ 349,468
Est. Local Receipts	$ 3,015,151	$ 3,623,000	$ 607,849
Tax Levy	$ 26,571,196	$ 29,032,822	$ 2,461,626
Allowance for 2.5 %	$ 691,073	$ 725,795	$ 34,722
Debt Exclusion	$ 2,485,825	$ 2,259,825	$ (226,000)
New Tax Levy Growth	$ 698,830	$ 500,000	$ (198,830)
Unused Levy Capacity	$ -	$ (558,712)	$ (558,712)
Total	$ 38,239,607	$ 40,709,730	$ 2,470,123

As shown in Table 2, the vast majority of Town revenue is raised through property taxes (tax levy). Residential property taxes total 94.6 % of the tax levy. Commercial, industrial and personal property taxes represent 5.4 % of the tax levy. Without a significant change in state aid policy, Wayland's dependence upon residential property tax revenue is unlikely to change.

Notwithstanding projected growth in property taxes, state aid and local receipts, estimated FY02 revenues fall short of FY02 expenditures by $ 2,010,242. Miscellaneous receipts such as ambulance fees will reduce the shortfall by $ 260,000. The remaining shortfall will be closed by drawing on town surplus funds, also known as Free Cash.

FREE CASH

The $ 1,750,000 of Free Cash allocated to close FY02's budget deficit is almost three times the amount needed to close the revenue shortfall in FY99 and FY00 and is 40 % greater than Free Cash needed in FY01 (Table 3).

Table 3
Free Cash Allocated to Annual Revenue

Fiscal Year	*Free Cash*
FY99	$ 614,973
FY00	$ 661,140
FY01	$ 1,263,513
FY02 (est.)	$ 1,750,000

Free Cash used in FY99 and FY00 was replenished primarily due to new property tax growth generated by four large developments. During the FY98 to FY00 period, these projects caused new property tax growth to increase from $570,454 in FY98 to a peak of $871,058 in FY00 (Table 4).

Table 4
New Property Tax Growth

Fiscal Year	*New Property Tax Growth*
FY98	$ 570,454
FY99	$ 733,266
FY00	$ 871,058
FY01	$ 698,830
FY02 (est.)	$ 500,000

Now that the three residential projects (Willow Brook, Mainstone and Traditions) and one commercial rehabilitation (Polaroid/Congress) are substantially complete, new property tax growth is expected to fall 20 %, or $172,228, in FY01. Further reductions are anticipated in FY02. Moderation in the economy and the recently passed state income tax reduction might slow or deter the revenue growth recently experienced in local receipts and state aid categories.

Because of these changed revenue circumstances, it is probable that Free Cash allocated to balance the FY02 budget will not be replenished. Additionally, future budgets might not be able to rely on such large infusions of Free Cash as allocated in FY02 to satisfy a revenue shortfall. Absent Free Cash, the burden of future revenue/expense gaps will be supported primarily by homeowner property tax increases.

5-YEAR CAPITAL PLAN

Capital spending is part of the overall financial plan for the Town that the Finance Committee prepares each year as specified by the Code of the Town of Wayland. Capital needs consist of four categories: equipment, buildings, land and roads. The accompanying five year capital plan table in this warrant is the starting point for capital expenditures to be considered in coming years. Requests are summarized by department, board or commission. Capital items, other than those for Fiscal Year 2002, appearing on the 5-year plan have not been formally presented by departments nor approved by the Finance Committee.

Table 5 lists significant projects included in the 2003 fiscal year capital plan.

Table 5
FY 2003 Significant Capital Requests

Department	*Description*	*Amount*
Schools	Science Rooms H.S.	$ 200,000
	Technology	$ 300,000
Highway	Garage Repairs/Improv.	$ 145,000
	Truck Retrofits	$ 70,000
Fire	Alarm Truck Remount	$ 80,000

In addition, major building project proposals might result from the FY02 Library feasibility study and an article in the FY02 Warrant requesting funds to study the relocation and construction of a Park and Recreation Maintenance facility.

TRENDS

There are three trends which all point to a more challenging financial outlook for Wayland in the upcoming years. The first is school enrollment growth. As Table 6 displays, school enrollment grew rapidly in 2000/01 as compared to the prior two years. The School population is estimated to grow by 100 students in school year 2001-02 and 101 students in 2002-03. Enrollment growth is the prime component of School Department budget growth. Since the School Department's budget constitutes 58 % of the Omnibus Budget, its impact on Town expenses is significant.

Table 6
School Enrollment Growth

Year	*New Students*	*Total Enrollment*	*% Change*
97/98	99	2,679	3.84
98/99	44	2,723	1.64
99/00	72	2,795	2.64
00/01	115	2,910	4.11
01/02 est	100	3,010	3.42
02/03 est	101	3,111	3.37

The second trend is the possibility of an eroding Free Cash balance. As mentioned earlier in this report, the strong economy and property tax levy monies from four significant development projects have contributed to a Free Cash balance that has been used to close gaps between revenues and expenses. The infusion of Free Cash has permitted property tax levy increases of only 1 %, 0 % and 4 %, respectively, over the last three years and resulted in unused (excess) levy capacity. We foresee that the Free Cash amount will most likely not be replenished in future years. This means that future budgets will likely include smaller Free Cash transfers, increasing the dependence on property taxes.

The third trend will be the result of school enrollment growth, reduced unused levy capacity and dwindling Free Cash reserves. In all likelihood, the Town will face a Proposition 2 ½ override vote next year or in fiscal year 2004.

CONCLUSIONS

Despite the budget pressures detailed above, it is important to note that Wayland is one of a handful of Massachusetts municipalities that earned an Aaa bond rating in 2000 from Moody's Investors Service. This rating, Moody's highest, reflects the Town's strong

financial operating results, management, policies and underlying demographic and local economic factors.

Property values are high and continue to increase. According to the Warren Group, a real estate research company, the median value for a single-family residence in Wayland increased by 8 % from $360,000 in 1999 to $389,000 in 2000. These escalating values are a fair measure of Wayland's balance between high quality services and affordability.

Thanks and appreciation are extended to the Town's employees, municipal department heads and the School Superintendent for their contributions to the continuing good financial health of Wayland.

Special thanks also are extended to the Town's Financial Director for his expert guidance.

Wayland's financial outlook remains positive for FY 2002, but we anticipate a more challenging financial situation in FY 2003 and FY 2004.

G. Christopher Riley, Chair

Robert L. Lentz, Vice Chair	Alfred H. Bellows
Peter V. Hahn	Robert H. Loring
Lisa C. Schimmel	Jane Sanford Stabile

TOWN OF WAYLAND CAPITAL PLANNING REPORT

Capital by Department	2002	2003	2004	2005	2006	5 year Total
SELECTMEN						
Town office copier	$18,000					$18,000
Selectman Subtotal	$18,000	$0	$0			$18,000
TOWN CLERK						
Upgrade voting system		$37,500				$37,500
INSPECTION DEPARTMENT						
Computer/equipment update	$0	$6,500	$6,000	$4,000	$10,000	$26,500
Vehicle				$30,000		$30,000
Inspection Subtotal	$0	$6,500	$6,000	$34,000	$10,000	$56,500
CONSERVATION COMMISSION *						
Rice Road Dam	$10,000					$10,000
Replace pickup truck			$32,000			$32,000
Conservation Subtotal	$10,000	$0	$32,000	$0	$0	$42,000
POLICE DEPARTMENT						
JCC radio rehabilitation	$24,000					$24,000
Police Subtotal	$24,000	$0	$0	$0	$0	$24,000
FIRE DEPARTMENT						
Car 2 remount		$45,000				$45,000
Car 1 replacement		$30,000				$30,000
Fire alarm truck remount		$80,000				$80,000
Engine 2 replacement			$245,000			$245,000
Ambulance replacement				$125,000		$125,000
Engine 4 replacement					$245,000	$245,000
Fire Subtotal	$0	$155,000	$245,000	$125,000	$245,000	$770,000
HIGHWAY DEPARTMENT						
Asphalt Patch repair unit	$25,000					$25,000
Pickup truck 4x4 with plow	$43,000					$43,000
Refurbish loader	$24,500					$24,500
Refurbish grader	$30,000					$30,000
Maintenance Facility Improvements		$95,000				$95,000
Retrofit cab and chasis 2 1988 trucks		$70,000				$70,000
Fire sprinkler system for garage		$50,000				$50,000
Skid steer loader with attachments		$35,000				$35,000
Hydraulic equipment Lift		$32,000				$32,000
Traffic sign fabricator unit		$16,000				$16,000
Street sweeper			$145,000			$145,000
Catch basin and Manhole Vac trailer			$52,000			$52,000
Dump truck 4x4 15000 gvw				$55,000		$55,000
etrofit cab and chassis on 1988 dump				$35,000		$35,000
Front end loader					$150,000	$150,000
Highway Subtotal	$122,500	$298,000	$197,000	$90,000	$150,000	$857,500
BOARD OF HEALTH: LANDFILL						
Compactor unit	$45,000					$45,000

TOWN OF WAYLAND CAPITAL PLANNING REPORT

Capital by Department	2002	2003	2004	2005	2006	5 year Total
Containers	$12,000	$12,000	$12,000	$12,000	$12,000	$60,000
Security system	$8,000					$8,000
Replace Bobcat					$50,000	$50,000
Landfill Subtotal	$65,000	$12,000	$12,000	$12,000	$62,000	$163,000
LIBRARY						
Computer equipment	$15,000	$5,000	$5,000	$5,000	$5,000	$35,000
Telephone upgrade	$11,000	$5,000				$16,000
Interior painting			$30,000			$30,000
Expansion plan		$15,000	$25,000			$40,000
Library subtotal	$26,000	$25,000	$60,000	$5,000	$5,000	$121,000
PARK & RECREATION						
Half ton dump truck		$25,000				$25,000
Five ton dump truck/plow		$75,000				$75,000
A-100 one ton dump/plow					$40,000	$40,000
B90 52" tri wheel riding mower					$15,000	$15,000
Park & Rec. Subtotal	$0	$100,000	$0	$0	$55,000	$155,000
SCHOOL DEPARTMENT						
Building repairs	$140,000	$309,000	$70,000	$70,000	$50,000	$639,000
Technology	$300,000	$300,000	$300,000	$300,000	$300,000	$1,500,000
Vehicles	$52,000	$85,000	$30,000	$30,000	$30,000	$227,000
Equipment/furniture	$82,500	$83,500	$30,000	$70,000	$35,000	$301,000
School Subtotal	$574,500	$777,500	$430,000	$470,000	$415,000	$2,667,000
Department Totals	$840,000	$1,374,000	$982,000	$706,000	$942,000	$4,911,500

(1) Conservation Master Plan identifies numerous parcels of land that are candidates for acquisition when they become available. It is uncertain when that will be but when and if they do, money is needed for the acquisition.

Separate Funds

WATER DEPARTMENT						
Plain Road system improv	$559,000					$559,000
Vehicles	$40,000					$40,000
Boston Post Road		$534,000	$250,000			$784,000
New Source Development			$200,000			$200,000
East Plain				$260,000		$260,000
Loker Street				$64,000		$64,000
Old Conn Path					$950,000	$950,000
Concord Rd					$195,000	$195,000
Water Subtotal	$599,000	$534,000	$450,000	$324,000	$1,145,000	$3,052,000

TOWN OF WAYLAND CAPITAL PLANNING REPORT

Capital by Department	2002	2003	2004	2005	2006	5 year Total
TOTAL APPROVED CAPITAL BUDGET	$1,439,000					
SEPTAGE TREATMENT						
Capital Replacement	$65,000	$90,000	$75,000	$125,000		$355,000
Septage Subtotal	$65,000	$90,000	$75,000	$125,000	$0	$355,000

Summary of Departments	2002	2003	2004	2005	2006	5 yr total
Selectmen	$18,000	$0	$0	$0	$0	$18,000
Town Clerk	$0	$37,500	$0	$0	$0	$37,500
Inspection Department	$0	$6,500	$6,000	$34,000	$10,000	$56,500
Conservation Commission	$10,000	$0	$32,000	$0	$0	$42,000
Police Department	$24,000	$0	$0	$0	$0	$24,000
Fire Department	$0	$155,000	$245,000	$125,000	$245,000	$770,000
Highway Department	$122,500	$298,000	$197,000	$90,000	$150,000	$857,500
Landfill	$65,000	$12,000	$12,000	$12,000	$62,000	$163,000
Library	$26,000	$25,000	$60,000	$5,000	$5,000	$121,000
Park & Recreation	$0	$100,000	$0	$0	$55,000	$155,000
School Department	$574,500	$777,500	$430,000	$470,000	$415,000	$2,667,000
Total of Departments	$840,000	$1,411,500	$982,000	$736,000	$942,000	$4,911,500
Effect of Dept Cap. on Tax Rate*	$0.43	$0.72	$0.50	$0.38	$0.48	$2.51

*Assumes borrowing for major items

Non-Departmental						
Water Department	$599,000	$534,000	$450,000	$324,000	$1,145,000	$3,052,000
Septage Treatment	$65,000	$90,000	$75,000	$125,000	$0	$355,000
	$664,000	$624,000	$525,000	$449,000	$1,145,000	$3,407,000

TABLE NO.1

WAYLAND INCOME AND EXPENSE STATEMENT	FISCAL 1997	FISCAL 1998	FISCAL 1999	FISCAL 2000	FISCAL 2001	FISCAL 2002
BUDGET	$28,820,401	$31,223,190	$32,606,158	$34,200,692	$37,589,288	$40,389,924
ARTICLES AND WATER BUDGET	$2,968,125	$3,524,976	$3,864,885	$17,175,471	$6,889,422	$5,495,797
TOTAL TOWN EXPENSE	$31,788,526	$34,748,166	$36,471,043	$51,376,163	$44,478,710	$45,885,721
NET CHERRY SHEET	($1,429,898)	($1,656,171)	($1,801,116)	($2,282,092)	($2,829,994)	($3,112,963)
OVERLAY EXPENSE	$432,058	$200,000	$200,000	$306,210	$200,000	$300,000
LOCAL RECEIPTS	($2,350,566)	($2,450,000)	($2,568,557)	($2,830,500)	($3,235,441)	($3,623,000)
SUMMER SALARY ADJUSTMENT						
OTHER SOURCES: FREE CASH, BORROWINGS, ETC.	($3,423,342)	($4,130,976)	($4,452,909)	($17,875,871)	($8,166,351)	($7,490,028)
TO BE RAISED BY TAXATION	$25,016,778	$26,714,095	$27,848,461	$28,693,910	$30,446,924	$31,959,730
ASSESSED VALUATION	$1,475,045,900	$1,488,250,430	$1,529,295,000	$1,910,380,200	$1,949,226,960	$1,981,226,960
TAX RATE	$16.96	$17.95	$18.21	$15.02	$15.62	$16.13

AVERAGE TAX BILL WILL INCREASE BY 3.3% IN FY2002.

TABLE NO.2

HISTORICAL BUDGET SUMMARY

FISCAL YEAR	SCHOOL	TOWN	TOTAL	INCREASE	%	FIXED COSTS*	OPERATING BUDGET
FY 2002	$22,937,619	$17,443,305	$40,380,924	$2,791,636	7.4%	1.5%	5.9%
FY 2001	$20,898,995	$16,690,293	$37,589,288	$3,408,838	10.0%	3.1%	6.5%
FY 2000	$19,131,126	$15,049,324	$34,180,450	$1,574,292	4.8%	-0.1%	4.9%
FY 1999	$18,437,289	$14,168,869	$32,606,158	$1,382,968	4.7%	-0.9%	5.6%
FY 1998	$17,390,014	$13,833,176	$31,223,190	$2,402,789	8.3%	1.1%	7.2%
FY 1997	$15,691,033	$13,129,368	$28,820,401	$1,530,250	5.6%	1.2%	4.4%
FY 1996	$14,712,621	$12,577,530	$27,290,151	$828,366	3.1%	-0.5%	3.6%
FY 1995	$14,263,883	$12,224,902	$26,461,785	$1,744,499	7.1%	1.4%	5.7%
FY 1994	$12,796,933	$11,577,853	$24,374,786	$761,148	3.2%	0.1%	3.1%

*INCLUDES:FUNDED DEBT, INTEREST, HEALTH INS., BUILDING INS. (PROP/LIAB)

TABLE NO. 3

TOWN REVENUES	FY 1997	FY 1998	FY1999	FY 2000	FY 2001	FY 2002
AUTO EXCISE	$1,000,000	$1,222,000	$1,200,000	$1,300,000	$1,400,000	$1,700,000
FEES, FINES, INTEREST	$1,358,000	$1,350,000	$1,350,000	$1,700,000	$1,700,000	$2,200,000
NET REC FROM STATE	$2,348,875	$2,613,703	$2,885,244	$3,162,592	$3,575,000	$3,875,000
TOTAL	$4,706,875	$5,185,703	$5,435,244	$6,162,592	$6,675,000	$7,775,000
RAISED FROM TAXES	$25,016,778	$26,714,095	$27,848,496	$28,693,891	$30,446,925	$31,959,730

TABLE NO. 4

PERCENT OF BUDGET BY DEPARTMENT

DEPARTMENT	% 1997	% 1998	%1999	%2000	%2001	%2002
GENERAL GOVERNMENT	5.5%	5.4%	5.3%	5.4%	5.5%	5.2%
PROTECTION	10.9%	10.7%	10.8%	11.0%	10.7%	10.1%
HEALTH	1.2%	1.3%	1.3%	1.3%	1.3%	1.2%
HIGHWAY	3.3%	3.1%	3.0%	3.0%	2.9%	2.7%
LANDFILL	1.3%	1.1%	1.1%	1.3%	1.0%	1.0%
VETERANS' BENEFITS	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%
SCHOOLS	53.8%	55.4%	55.8%	55.7%	55.5%	56.7%
REG VOC SCHOOL	0.7%	0.3%	0.6%	0.2%	0.5%	0.2%
DIRECTOR YOUTH SERVICES	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%
LIBRARIES	1.7%	1.7%	1.7%	1.8%	1.8%	1.8%
PARK AND RECREATION	1.3%	1.2%	1.3%	2.2%	2.0%	1.9%
FEE SUPPORTED PROGRAMS	1.2%	1.1%	1.1%	1.0%	1.0%	1.0%
UNCLASSIFIED	7.3%	7.0%	7.7%	7.2%	6.3%	7.8%
DEBT AND INTEREST	11.4%	11.5%	10.1%	9.5%	11.1%	10.0%

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. *Town of Wayland*

★★★ WARRANT ★★★

To any of the Constables of the Town of Wayland, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Wayland who shall be qualified to vote in accordance with the provisions of Massachusetts General Laws, Chapter 51, Section 1, to come to their respective polling places (Precincts 1 and 4 in the Gymnasium of the Town Building and Precincts 2 and 3 in the Gymnasium of the Middle School) on:

TUESDAY, APRIL 24, 2001, BETWEEN 7:00 A.M. and 8:00 P.M.

to choose the following Town officers by ballot from Wayland's registered voters for the following terms of office:

One Town Clerk, one Selectman, one School Committee member, one Assessor, two Road Commissioners, one Water Commissioner, one Board of Health member, one Trust Fund Commissioner, two Library Trustees, and two Park and Recreation Commissioners for three years;

One Planning Board member for five years;

As well as such other Town Officers as may be necessary.

And to vote "Yes" or "No" upon the following question:

QUESTION NO. 1: "Shall the Town of Wayland accept sections 3 to 7, inclusive of Chapter 44B of the General Laws, as proposed by a petition signed by at least five percent of the registered voters of this town, a summary of which appears below?"

SUMMARY: Sections 3 to 7 of Chapter 44B of the General Laws of Massachusetts, also known as the Community Preservation Act (Act), establish a dedicated fund to enable cities and towns to (1) acquire open space, which includes land for park and recreational uses and the protection of public drinking water well fields, aquifers and recharge areas, wetlands, farm land, forests, marshes, beaches, scenic areas, wildlife preserves and other conservation areas, (2) acquire and restore historic buildings and sites, and (3) create affordable housing.

In the Town of Wayland, the funding source for these community preservation purposes will be a surcharge of one and one-half percent (1.5%) on the annual property tax assessed on real property and annual distributions made by the state by a trust fund created by the Act. If approved, the following will be exempt from the surcharge: (1) property owned and occupied as a domicile by any person who qualifies for low income housing or low or moderate income senior housing in the Town of Wayland, as defined in Section 2 of the Act; and (2) the first $100,000 of the value of each taxable parcel of residential real property. Also, a taxpayer receiving a regular property tax abatement or exemption will also receive a pro rate reduction in surcharge.

A Community Preservation Committee will be established by the adoption at Town Meeting of a general By-Law to study community preservation resources, possibilities and needs and to make annual recommendations to the town meeting on spending the funds. At least ten percent (10%) of the funds for each fiscal year will be spent or reserved for later spending on each of the Act's three community preservation purposes: (1) open space; (2) historic resources; and (3) affordable housing.

You are also required to notify all such residents of Wayland to meet in the High School Field House on

THURSDAY, APRIL 26, 2001, AT 7:45 P.M.

to act on the following Articles:

ARTICLE 1: RECOGNIZE CITIZENS AND EMPLOYEES FOR EXTENSIVE SERVICE TO THE TOWN

Proposed by: Board of Selectmen

To determine whether the Town will vote to recognize certain citizens and employees for their extensive service to the Town of Wayland.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority.

ARTICLE 2: HEAR REPORTS

Proposed by: Board of Selectmen

To determine whether the Town will vote to receive and act upon reports of Town officers, agents, trustees, commissioners, boards and committees.

FINANCE COMMITTEE COMMENTS: This is a standard article that allows reports commissioned by the Town to be heard.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority.

ARTICLE 3: CHOOSE TOWN OFFICERS

Proposed by: Board of Selectmen

To determine whether the Town will vote to choose Town officers, agents, trustees, councils, commissioners, boards, and committees not elected by official ballot.

FINANCE COMMITTEE COMMENTS: This is a standard article that permits the Town to fill various positions.

ARGUMENTS IN FAVOR: It is important to the Town to have all positions filled.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 41, Section 1.

ARTICLE 4: CURRENT YEAR TRANSFERS

Proposed by: Finance Committee *Estimated Cost: $814,022*

To determine whether the Town will vote to appropriate a sum or sums of money for the operation and expenses of various town departments for the current fiscal year; to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or federal government, by borrowing, or otherwise; and to determine which town officer, board, or committee of combination of them, shall be authorized to expend the money or monies appropriated therefor.

	CURRENT YEAR TRANSFERS FY 2001	
1	HIGHWAY SNOW REMOVAL	$100,400
2	HIGHWAY LABOR OVERTIME	$79,122
3	POLICE DEPARTMENT OVERTIME	$14,000
4	POLICE DEPARTMENT FUEL	$7,500
5	FIRE DEPARTMENT OVERTIME	$35,000
6	FIRE DEPARTMENT FUEL	$3,000
7	SCHOOL DEPARTMENT	$280,000
8	INSURANCE 32 B	$150,000
9	TOWN COUNSEL PROFESSIONAL SERVICES	$30,000
10	WATER REPAIR OLD SUDBURY ROAD	$115,000
	TOTAL CURRENT YEAR TRANSFERS	$814,022
	FUNDING SOURCES	
	FREE CASH	$699,022
	WATER RETAINED EARNINGS	$115,000
	TOTAL SOURCES	$814,022

FINANCE COMMITTEE COMMENTS:

HIGHWAY SNOW REMOVAL AND LABOR OVERTIME: There were 8 major snow occurrences during this fiscal year. Storms on December 30th, February 5th, and March 5th alone incurred over $30,000 in outside contracting. In addition, the town consumed 3,300 gallons of liquid calcium and 3,300 tons of salt. The salt alone, at $29.40 per ton, incurred expenses of some $97,000, or $40,000 more than the total snow budget for the year. Storms in January, February and March required the use of highway and other department personnel for over $90,000 in overtime costs. The Town hopes that the state will provide some snow relief in the state budget, which will be returned to the Town's general fund when it comes in. We have no idea at this point about the amount the Town may receive.

POLICE DEPARTMENT OVERTIME: Police Department overtime overage is due to an officer being injured on duty requiring a replacement at the overtime rate, and a delay in the filling of a vacant sergeant's position, requiring overtime to cover two shifts on a weekly basis.

FIRE DEPARTMENT OVERTIME: The more severe winter this year required more manpower on overtime to meet emergency situations in town (flooding, accidents, ambulance calls, etc). There were two serious fires this year that required the call back of more firemen on overtime. In addition one firefighter has been out on long-term disability and 6 others were on sick leave anywhere from 2 to 9 weeks.

SCHOOL DEPARTMENT: Unexpected and unbudgeted salary changes for contractual obligations and additional positions to meet enrollment growth or program needs have caused this deficit. This includes $63,000 for additional graduate credits, $68,000 for retirement notice contract provisions, $143,000 for enrollment growth and program needs and $126,000 for maternity and medical leaves. Replacing retired staff at a lower step netted out some of this overage ($120,000). Cost overruns for special education and utility cost increases will be absorbed within the existing budgeted amount by the school department.

INSURANCE 32 B: This covers increases in enrollments in our health insurance plans. As employees retire, the Town by state law must pay its usual share for both the retiree and his or her replacement. In addition, more employees are participating in the towns insurance plans rather than family plans offered by their spouse's employer outside the Town. This and increased rates have and will cause the Town's health insurance costs to increase significantly. This is not unlike what is occurring all across the state for both public and private entities that provide health insurance to their employees.

TOWN COUNSEL PROFESSIONAL SERVICES: This overage is due to costs associated with personnel matters outstanding at this time.

WATER REPAIR OLD SUDBURY ROAD: This overage is funded from water revenues and meets a shortfall caused by emergency repairs to Old Sudbury Road.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 5: FY2002 OMNIBUS BUDGET

Proposed by: Finance Committee

To determine what sum of money the Town will appropriate for the operation and expenses of the Town, including capital expenditures for equipment, improvements, or other purposes, and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: See Finance Committee Report beginning on page three of this Warrant.

ARGUMENTS IN FAVOR: This budget reflects the true cost of operating the Town in an efficient manner in order to deliver requested services to the citizens of Wayland.

ARGUMENTS OPPOSED: This budget might possibly be considered excessive. Alternately, this budget might be considered insufficient to provide funds for all necessary services.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

MOTION UNDER ARTICLE 5:
For what it considers to be the proper management of the Town and its finances, the Finance Committee makes the following recommendations, and they are, therefore, incorporated under the motion to be made under Article 5 at the Annual Town Meeting, as follows:

"That the Executive Secretary be charged with responsibility for (1) the operation, maintenance, and administration of the Wayland Town Building, the Public Safety Building, and the Cochituate Town Building, their equipment, and their grounds, as well as (2) the supervision, except for matters relating to policy, of all employees in those buildings, other than elected officials, non-salaried appointed officials, and employees of the School Department;

"That the appropriation under Conservation Commission for 'Conservation Fund' be maintained as a fund against future purchases and not be expended without future vote of the Finance Committee and Board of Selectmen;

"That the appropriation for 'Hydrant Rental' of $18,000 for the Water Department granted in the budget be transferred to 'Water Available Surplus';

"That the Office of the Town Clerk be continued on a salary basis and that all fees from whatever source derived be turned over to the Town as Town income;

"That property tax abatements granted to eligible senior citizens under Sections 80 and 81 of Chapter 127 of the Acts of 1999 be funded by transfer from the overlay account;

"That all fees, wages, or payments made to the Tree Warden, from whatever source, be turned over to the Town as Town income;

"That the Director of Youth and Adolescent Services and Staff be under the jurisdiction of the Youth Advisory Committee which shall report to the Town on the activities of the Director of Youth and Adolescent Services and Staff at the Annual Town Meeting. The Director of Youth and Adolescent Services and Staff will receive administrative support from the School Department."

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
	SELECTMEN			
1	SALARIES	$500	$500	$500
2	EXPENSE	$29,368	$19,957	$26,957
3	MISCELLANEOUS	$0	$0	$0
4	WAYLAND BEAUTIFICATION	$0	$8,500	$8,500
5	CABLE COMMITTEE	$0	$15,000	$5,000
	TOTAL SELECTMEN	$29,868	$43,957	$40,957
	EMERGENCY MANAGEMENT			
5b	OPERATIONS	$5,488	$5,000	$5,000
6	TRAINING	$4,441	$2,000	$2,000
7	EMERGENCY MANAGEMENT	$0	$6,000	$6,000
	TOTAL EMERGEN MNGMNT	$9,929	$13,000	$13,000
	TOWN OFFICE			
	SALARIES:			
	EXECUTIVE SECRETARY	$75,840	$81,000	$81,000
	PERSONNEL DIRECTOR	$56,897	$60,902	$62,024
	FIN. DIR./TOWN ACCT.	$84,389	$88,675	$88,675
	OFFICE ADMIN	$48,423	$36,725	$37,475
	S. SCHEDULE	$35,222	$36,984	$36,984
	CLERICAL	$94,483	$104,102	$93,336
	OVERTIME/LONGEVITY/SICK LEAVE	$15,147	$3,500	$3,500
8	TOTAL SALARIES	$410,401	$411,888	$402,994
9	EXPENSE	$52,168	$49,000	$52,000
10	EQUIPMENT	$4,300	$3,600	$4,432
11	TELEPHONES	$35,674	$50,000	$50,000
12	CONTRACT SERVICES	$13,600	$14,000	$14,000
13	PERSONNEL BD EXPENSE	$4,511	$10,000	$10,000
14	PERSONNEL BD ADJ FUND	$0	$6,750	$6,750
	TOTAL TOWN OFFICE	$520,654	$545,238	$540,176
	WAYLAND TOWN BUILDING			
15	SALARIES	$87,954	$74,662	$76,202
16	BUILDING UTILITIES	$58,330	$96,300	$96,300
17	EXPENSE	$21,461	$28,350	$26,810
17b	WWM USER CHARGES	$0	$0	$9,320
	TOTAL TOWN BUILDING	$167,745	$199,312	$208,632
	OTHER TOWN BUILDG-COCHIT			
18	EXPENSES	$14,969	$15,000	$15,000
	DATA PROCESSING			
	MANAGER	$43,488	$51,870	$60,521
	COMPUTER TECHNICIAN	$423	$30,893	$29,698
19	TOTAL SALARIES	$43,911	$82,763	$90,219
	EXPENSES			
20	FORMS, SUPPLIES	$11,928	$18,000	$18,500
21	EDUCATION/TRAVEL	$1,049	$1,800	$2,000
	EQUIPMENT			
22	RENTAL AND REPAIRS	$5,670	$12,000	$6,500
23	NEW APPLICATIONS/EQ.	$10,492	$10,500	$10,500
24	COMPUTER EQ./UPDATE	$17,332	$9,000	$11,500
24b	INFORMATION TECHN CONSULT	$0	$30,000	$30,000

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
25	PROFESSIONAL SERVICES	$20,328	$25,000	$24,700
	TOTAL DATA PROCESSING	$110,710	$189,063	$193,919
	TREASURER/COLLECTOR			
	TREASURER/COL. SALARY	$57,688	$61,347	$63,620
	CLERICAL SALARY	$85,431	$92,090	$92,545
26	TOTAL SALARIES	$143,119	$153,437	$156,165
	EXPENSES:			
27	OPERATING EXPENSE	$3,413	$5,781	$5,780
28	TAX TITLE EXPENSE	$1,194	$1,680	$1,680
29	EXCISE TAX PROGRAM	$1,788	$0	$0
30	BANKING SERVICES	$19,408	$17,900	$19,000
31	LOCK BOX SEVICES	$10,478	$11,500	$11,040
32	MAILING SERVICE	$0	$1,775	$1,775
	TOTAL TREAS/COLLECTOR	$179,400	$192,073	$195,440
	ASSESSORS			
33	SALARIES	$4,717	$4,600	$4,600
34	PROF/CLERICAL	$113,833	$122,057	$131,127
35	EXPENSE	$5,000	$6,850	$6,350
36	PROF SERVICES	$4,755	$19,400	$25,000
37	OTHER EXPENSE	$800	$300	$0
38	EQUIPMENT,MAINT,SOFTWARE	$1,408	$5,000	$5,950
39	SPEC BDGT ITEM-PROP. REASSMNT	$101,435	$36,050	$37,000
	TOTAL ASSESSORS	$231,948	$194,257	$210,027
	FINANCE COMMITTEE	$0	$160	$160
	TOWN COUNSEL			
	PROFESSIONAL SERVICES			
	SPECIAL COUNSEL	$94,336	$41,000	$42,000
	PROFESSIONAL SERVICES	$5,732	$0	$0
	TOWN COUNSEL	$58,824	$51,000	$50,000
	TOTAL PROFESSIONAL SERVICES	$158,892	$92,000	$92,000
	LEGAL EXPENSES	$2,877	$3,000	$3,000
40	TOTAL TOWN COUNSEL	$161,769	$95,000	$95,000
	REGISTRARS			
	SALARY	$675	$675	$675
	LISTING	$3,203	$3,200	$3,350
41	TOTAL REGISTRARS	$3,878	$3,875	$4,025
	TOWN CLERK			
42	TOWN CLERK SALARY	$48,643	$52,291	$54,383
43	TOWN CLERK ADDED COMP	$400	$400	$400
44	CLERICAL	$34,389	$34,950	$34,950
45	CODIFICATION BY LAWS	$4,069	$5,900	$5,000
46	EXPENSE	$5,200	$4,019	$4,769
46b	FEDERAL CENSUS 2000	$500	$1,000	$1,000
	TOTAL TOWN CLERK	$93,201	$98,560	$100,502
	ELECTIONS			
	OFFICERS SALARIES	$6,569	$7,380	$7,380
	EXPENSE	$4,600	$5,875	$5,875
47	TOTAL ELECTIONS	$11,169	$13,255	$13,255

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
	PLANNING BOARD			
48	EXPENSE	$6,000	$6,000	$6,000
49	PLANNING ADMINISTRATOR SAL	$57,429	$57,711	$48,836
49B	PLANNING ADMINISTRATIVE ASST.	$0	$15,500	$15,500
50	EQUIPMENT MAINTENANCE	$180	$250	$250
51	SPECIAL ITEMS	$13,395	$0	$12,200
	TOTAL PLANNING BOARD	$77,004	$79,461	$82,786
	TOWN SURVEYOR			
	TOWN SURVEYOR SAL	$55,362	$59,603	$60,521
	SURVEY/COMP SPEC SAL	$41,034	$48,446	$47,828
52	TOTAL SALARIES	$96,396	$108,049	$108,349
53	EXPENSE	$3,391	$3,750	$4,000
54	VEHICLE EXPENSE	$116	$400	$400
55	COMPUTER/COPIER MAINT.	$0	$4,000	$5,000
57	IMPLEMNT. ASST.	$833	$0	$0
58	GPS SYSTEM	$6,024	$0	$0
59	COMPUTER UPGRADE	$4,186	$4,000	$4,500
59b	FEDERAL CENSUS 2000	$1,000	$1,000	$500
	TOTAL TOWN SURVEYOR	$111,946	$121,199	$122,749
	CONSERVATION			
60	EXPENSE	$8,721	$9,893	$9,893
61	PROF SERVICES/MISC	$6,931	$7,000	$7,000
62	SALARIES	$69,956	$92,103	$98,720
63	CONSERVATION FUND	$7,705	$10,000	$0
	TOTAL CONSERVATION	$93,313	$118,996	$115,613
	HISTORICAL COMMISSION			
64	EXPENSE	$1,001	$1,114	$1,114
	TOTAL HISTORICAL COMMISSION	$1,001	$1,114	$1,114
	SURFACE WATER QUALITY COM			
65	MILFOIL TREATMENT	$14,070	$1,000	$0
66	SURFACE WATER QUALITY	$1,733	$4,900	$4,900
	TOTAL SURFACE WATER QUALITY	$15,803	$5,900	$4,900
67	**HISTORIC DISTRICT COMM**	$200	$275	$275
	COUNCIL ON AGING			
68	SALARIES	$89,987	$96,790	$99,338
69	OPERATING EXPENSE	$4,971	$5,000	$5,500
70	TAX WORK-OFF PROGRAM	$10,000	$15,000	$15,000
71	EQUIPMENT	$398	$400	$400
71b	NEWSLETTER		$4,500	$4,785
72	TRANSPORTATION	$27,686	$29,250	$30,759
	TOTAL COUNCIL ON AGING	$133,042	$150,940	$155,782
	TOTAL GENERAL GOVERNMENT	$1,967,549	$2,080,635	$2,113,312

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
	POLICE			
	SALARIES			
	POLICE CHIEF SALARY	$82,314	$80,347	$85,226
	LIEUTENANT SALARY	$71,262	$62,260	$62,260
	YOUTH OFFICER SAL	$55,156	$0	$0
	SERGEANTS SALARY	$299,536	$247,357	$249,233
	DETECTIVES SAL	$138,012	$0	$0
	SPECIALISTS	$0	$219,874	$177,716
	PATROLMEN SAL	$493,730	$455,803	$494,227
	INTERNS SAL	$2,646	$7,242	$7,242
	OVERTIME SAL	$154,985	$111,482	$111,482
	HOLIDAY SAL	$52,794	$70,040	$69,728
	SCHOOL TRAFFIC SUPR	$27,974	$29,718	$29,718
	COURT TIME	$12,011	$15,000	$12,000
	CLERK	$35,472	$36,983	$36,983
	TUITION REIMB	$800	$4,500	$4,500
	NIGHT DIFFERENTIAL	$0	$30,266	$30,169
	LONGEVITY	$0	$3,250	$2,600
	PRISONER WATCH			$19,841
	PROFESSIONAL STIPEND	$0	$18,248	$18,248
	ED. INCENTIVE	$0	$93,058	$93,375
1	TOTAL SALARIES	$1,426,692	$1,485,428	$1,504,548
	EXPENSE:			
2	OPERATING EXPENSE	$14,816	$15,150	$15,150
3	UNIFORM EXPENSE	$18,799	$19,140	$18,840
4	TRAINING EXPENSE	$56,359	$63,048	$62,505
6	SPECIAL SERVICES	$5,024	$5,100	$5,100
7	ANNUAL PHYSICALS	$3,995	$4,000	$4,000
8	OUT-OF-STATE TRAVEL	$1,340	$1,500	$1,500
9	PUBLIC SAFETY COMPUTER	$4,909	$0	$0
10	TRAFFIC CONTROL EXPENSE	$18,700	$25,500	$34,000
	EQUIPMENT			
12	POLICE CARS PURCHASE	$73,114	$100,940	$100,012
13	VEHICLE OPERATION EXPENSE	$15,000	$15,000	$20,000
14	NEW EQUIPMENT,MISC,OFFICE	$7,914	$8,000	$8,000
16	EQUIPMENT MAINT & REPAIR	$6,772	$3,400	$3,400
17	VEHICLE GASOLINE	$27,736	$21,000	$27,000
18	COMPUTER MAINTENANCE	$0	$5,000	$5,000
19	EQUIPMENT RENTAL	$0	$400	$400
20	RETIREMENT EXPENSE	$3,500	$23,981	$35,350
	TOTAL POLICE DEPT.	$1,684,670	$1,796,587	$1,844,805
	FIRE			
	SALARIES			
	CHIEF SALARY	$77,165	$82,454	$85,860
	DEPUTY CHIEF SAL	$53,281	$55,945	$55,945
	CAPTAINS SAL	$144,459	$151,685	$151,685
	LIEUTENANTS SAL	$175,504	$183,586	$188,044
	FIREFIGHTERS SAL	$648,439	$684,102	$691,102
	INCENTIVE & EMT	$20,250	$20,750	$22,750
	OVERTIME	$111,709	$99,000	$101,000
	TRAINING OVERTIME	$0	$7,000	$8,000
	CALLBACK PAY	$22,472	$20,000	$20,000
	HOLIDAY PAY	$54,117	$54,622	$54,622
	CALLMEN HOURLY	$3,440	$6,000	$6,000
	CALLMEN ANNUALLY	$3,400	$4,400	$4,400
	CLERICAL PART TIME	$15,319	$0	$0
	FIRE PREVENTION-PART TIME	$0	$5,000	$5,000
	CALLBACK PAY: AMBULANCE	$30,400	$32,000	$32,000
	CLERICAL	$0	$18,500	$20,878
21	TOTAL SALARIES	$1,359,955	$1,425,044	$1,447,286

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
22	OPERATING EXPENSE	$9,157	$9,400	$10,000
23	AMBULANCE EXPENSE	$8,196	$8,000	$8,000
24	FIRE ALARM SYSTEM EXPENSE	$3,236	$3,400	$4,000
25	TRAINING AND EDUCATION	$5,000	$7,000	$8,000
26	UNIFORM EXPENSE	$15,500	$15,500	$16,000
27	PHYSICAL EXAMS	$3,813	$4,100	$5,000
	EQUIPMENT			
28	MISC. EQUIPMENT & HOSE	$11,000	$13,000	$13,000
29	EQUIPMENT MAINTENANCE	$11,000	$13,000	$13,000
30	EQUIPMENT RENTAL	$495	$700	$700
31	VEHICLE GASOLINE	$7,360	$7,000	$10,000
32	COMPUTER MAINTENANCE	$4,999	$5,000	$5,000
	TOTAL FIRE DEPT.	$1,439,711	$1,511,144	$1,539,986
	INSPECTION/BUILDING			
	SALARIES			
	BLDG.& ZONING INSP. SAL	$54,826	$59,019	$60,521
	LOCAL INSPECTOR	$24,040	$44,804	$43,544
	SUB INSPECTOR SAL	$1,470	$0	$0
	WIRING INSPECTOR	$20,487	$20,706	$20,706
	OVERTIME	$0	$0	$4,000
	PLUMBING/ GAS INSPECTOR	$16,816	$19,377	$19,324
	CLERICAL	$60,994	$61,483	$70,100
	DEPUTY PLUMBING/GAS	$0	$775	$775
	DEPUTY WIRING	$0	$775	$775
	SEALER OF WEIGHTS,MEAS	$498	$775	$775
33	TOTAL SALARIES	$179,131	$207,714	$220,520
	EXPENSE:			
34	BUILDING & ZONING EXPENSE	$6,072	$7,000	$7,000
35	INSPECTORS EXPENSE	$4,860	$3,600	$3,600
36	ZONING BOARD EXPENSE	$2,500	$2,750	$2,750
37	COMPUTER UPDATE	$4,998	$0	$0
38	SPECIAL BUDGET ITEMS	$0	$0	$4,000
	EQUIPMENT			
39	VEHICLE EXPENSE	$407	$1,250	$1,250
40	VEHICLE GASOLINE	$316	$800	$800
41	COPIER	$496	$500	$500
42	CAR REPLACEMENT	$1,500	$1,500	$0
	TOTAL INSPECTION	$200,280	$225,114	$240,420
	DOG OFFICER:			
43	DOG OFFICER SALARY	$35,828	$37,331	$37,331
44	DOG OFFICER EXPENSE	$1,711	$2,200	$2,920
45	BOARD VET FEES	$2,754	$3,550	$4,270
46	VEHICLE GASOLINE	$591	$700	$700
	TOTAL DOG OFFICER	$40,884	$43,781	$45,221
	JOINT COMMUNICATIONS			
47	DISPATCHERS SAL	$300,119	$326,521	$309,570
48	OPERATING EXPENSE	$13,330	$17,428	$17,428
49	BLDG. EXPENSE,MAINT,REPAIR	$12,455	$12,600	$12,600
50	BLDG. EXP UTILITIES	$47,360	$47,400	$47,400
51	COMPUTER LICENSE	$6,323	$5,000	$5,000
52	UNIFORM ALLOWANCE	$1,600	$1,800	$1,600
53	BUILDING REPAIRS	$0	$13,000	$13,000
53b	WWM USER FEES			$2,050
	SPECIAL ITEMS			
54	DIGITIZER/COPIER	$31,177	$0	$0
55	FIRE HELMET RADIOS	$0	$0	$0

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
	TOTAL JOINT COMM	$412,364	$423,749	$408,648
	TOTAL PROTECTION	$3,777,909	$4,000,375	$4,079,080
	BOARD OF HEALTH			
	SALARIES:			
	BOARD MEMBERS	$250	$250	$250
	ADMINISTRATIVE ASSISTANT	$45,456	$34,950	$34,950
	ADMINISTRATIVE ASSISTANT OT	$0	$2,200	$2,200
	ANIMAL INSPECTOR	$450	$450	$450
	HEALTH DIRECTOR	$58,426	$62,850	$64,390
	ANIMAL CONTROL OFFICER	$7,862	$8,255	$8,500
	HEALTH AGENT/ SANITARIAN	$43,445	$45,543	$40,285
	PART-TIME CLERICAL	$0	$15,620	$15,826
1	TOTAL SALARIES	$155,889	$170,118	$166,851
	EXPENSES:			
2	OFFICE EXPENSE	$4,599	$7,500	$7,500
3	IN STATE TRAVEL EXPENSE	$745	$1,000	$1,000
4	FRINGE BENEFITS	$529	$1,980	$1,980
	CONTRACT/PROF SERVICES:			
5	MENTAL HEALTH CLINICS	$47,400	$47,400	$47,400
6	COMMUNITY NURSING CARE	$195,242	$211,000	$217,180
7	MOSQUITO CONTROL	$19,380	$20,136	$21,204
8	PROFESSIONAL SERVICES/MOSQ	$3,184	$10,524	$10,524
9	VEHICLE OPERATION/MAINT	$522	$1,200	$1,200
	VEHICLE PURCHASE AND REHAB			$2,500
	SPECIAL BUDGET ITEMS:			
10	WATER QUALITY TESTING	$1,395	$2,500	$3,000
11	HAZARDOUS WASTE MGT	$11,593	$12,000	$15,000
12	CONSULTING ENGINEER	$0	$2,500	$2,500
13	FOOD INSPECTOR	$0	$5,000	$6,500
	TOTAL BOARD OF HEALTH	$440,478	$492,858	$504,339
	HIGHWAY			
	SALARIES:			
	DIRECTOR OF HIGHWAY	$69,308	$71,905	$71,905
	CLERKS' SALARIES	$63,945	$63,643	$63,643
	HIGHWAY LABOR SALARY	$462,416	$482,435	$482,435
	OVERTIME,LABOR	$0	$40,000	$40,000
1	TOTAL SALARIES	$595,669	$657,983	$657,983
	MAINTENANCE:			
2	MAINTENANCE OF ROADS	$49,856	$25,000	$25,000
3	MAINTENANCE OF EQUIPMENT	$24,732	$65,000	$65,000
4	SNOW REMOVAL	$90,069	$51,000	$51,000
5	SNOW REMOVAL/PRIVATE WAYS	$7,000	$7,000	$7,000
6	UNIFORMS/OTHER FRINGE	$14,632	$15,000	$15,000
	CONTRACT/PROFESSIONAL SRVCS			
7	CONTRACT BASIN CLEANING	$19,839	$20,000	$20,000
8	ROAD RESURFACING	$109,982	$135,000	$150,000
9	CRACK SEALING	$14,999	$15,000	$15,000
	EQUIPMENT			
10	EQUIPMENT MISC.	$10,500	$21,300	$11,000
11	HIGHWAY FUEL	$22,876	$20,000	$27,000
	BUILDING MAINTENANCE:			

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
12	HIGHWAY GARAGE REPAIR	$24,786	$9,500	$12,000
12b	WASTEWATER DISPOSAL	$0	$25,000	$10,000
13	HIGHWAY GARAGE UTILITIES	$25,104	$25,500	$27,500
14	OFFICE EXPENSE	$6,991	$7,000	$7,000
	TOTAL HIGHWAY	$1,017,035	$1,099,283	$1,100,483
	HEALTH-LANDFILL			
1	SALARIES:	$168,957	$181,018	$181,018
	EXPENSE:			
2	LEACHATE COLLECTION	$40,968	$45,000	$45,000
3	DISPOSAL OF WOOD	$20,946	$19,000	$19,000
4	FUEL	$10,780	$10,000	$15,000
	PROFESSIONAL SERVICES			
5	MISC. ENGINEERING	$19,340	$35,000	$35,000
	BUILDING:			
6	REPAIRS	$24,086	$8,700	$9,500
7	UTILITIES	$10,034	$12,000	$13,000
8	OTHER EXPENSE	$15,037	$18,500	$13,500
9	MAINT REPAIRS	$44,592	$30,000	$29,600
10	LEASE EQUIPMENT	$6,636	$6,900	$6,900
11	OTHER EXPENSE: COVER	$14,456	$14,650	$14,650
12	MISC. EQUIPMENT	$25,771	$8,400	$8,400
13	BANNED WASTE DISPOSAL	$0	$0	$20,000
	TOTAL LANDFILL	$401,603	$389,168	$410,568
	VETERANS BENEFITS			
	VET BENEFIT APPROP	$2,685	$3,990	$3,836
	MISCELLANEOUS	$539	$210	$215
	SALARIES	$2,915	$2,993	$3,642
1	TOTAL VETERANS BENEFITS	$6,139	$7,193	$7,693
	SCHOOLS			
	REGULAR INSTRUCTION 1	$9,946,960	$11,247,318	$12,320,875
	SPECIAL INSTRUCTION 2	$3,348,132	$3,712,487	$4,156,500
	INSTRUCTIONAL SERVICES 3	$2,724,376	$3,283,835	$3,545,810
	OPERATIONS SERVICES 4	$1,774,762	$1,896,975	$2,081,263
	POLICY ADMIN. SERV. 5	$666,680	$656,525	$739,066
	OUT OF STATE TRAVEL 6	$4,009	$6,700	$2,326
1	TOTAL SCHOOLS	$18,464,919	$20,803,840	$22,845,840
2	REGIONAL VOCATIONAL SCHOOL	$76,386	$95,155	$91,779
	YOUTH SERVICES			
	DIRECTOR YOUTH SERVICES	$60,249	$60,521	$60,521
	ASSOC DIRECTOR YOUTH SER	$51,453	$55,756	$60,171
	PARENT EDUCATION PROGRAM	$0	$0	$0
1	TOTAL YOUTH SERV SAL	$111,702	$116,277	$120,692
2	EXPENSE	$3,418	$3,720	$3,720
3	AUTOMOBILE EXPENSE	$962	$330	$360
3b	VEHICLE PURCHASE	$0	$1,500	$0
4	AUTOMOBILE REPAIR	$0	$250	$450
	TOTAL DIR YOUTH SERVICES	$116,082	$122,077	$125,222
	LIBRARY			
	SALARIES			
	LIBRARY DIRECTOR	$67,257	$71,510	$70,840

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
	ADM ASSISTANT	$38,315	$39,431	$40,637
	CHILDREN'S LIBRARIAN	$33,015	$38,774	$38,749
	ASST. CHILDREN'S LIBRARIAN	$34,988	$35,270	$36,352
	LIBRARY ASSISTANTS	$94,325	$90,810	$90,916
	PAGES SALARY	$9,061	$12,050	$12,000
	CLERKS SALARY	$23,086	$25,700	$26,400
	CUSTODIAN SALARY	$26,921	$28,659	$29,735
	REF LIBRARIAN	$34,484	$45,296	$49,735
	ASSISTANT DIRECTOR	$40,268	$41,876	$43,163
	HEAD OF CIRCULATION	$39,419	$41,921	$43,250
	SATURDAY DIFFERENTIAL	$0	$1,300	$1,300
	EVEN DIFFERENTIAL	$0	$1,400	$1,400
	CHILDREN'S RM PART TIME	$19,098	$27,129	$29,537
	NEW POSITIONS			$24,900
1	TOTAL SALARIES	$460,237	$501,126	$538,914
2	OPERATING EXPENSE	$43,628	$43,500	$43,500
3	OUT OF STATE TRAVEL	$0	$550	$550
4	TUITION REIMBURSEMENT	$1,840	$2,000	$2,000
5	MATERIALS PURCHASE	$99,348	$109,000	$118,000
6	LIBRARY AUTOMATION	$39,500	$30,000	$30,000
	SPECIAL ITEMS			
7	COMPUTER UPGRADE	$0	$5,000	$0
	TOTAL LIBRARY	$644,553	$691,176	$732,964
	PARK & RECREATION			
	SALARIES:			
	SUPERINTENDENT	$67,358	$70,690	$70,690
	LABOR	$279,969	$284,331	$280,269
	CLERICAL REGULAR	$36,745	$34,950	$34,950
1	TOTAL SALARIES	$384,072	$389,971	$385,909
	EXPENSE:			
2	REPAIRS & MISC.	$45,397	$45,335	$45,335
3	LANDSCAPE, MATERIAL & SUP	$28,583	$31,527	$31,527
4	UNIFORM EXPENSE	$4,277	$4,280	$4,280
5	TREE PLANTING	$1,339	$1,500	$1,500
6	PLAYGROUND SUPPLY	$0	$500	$500
7	TRAVEL & DUES IN STATE	$110	$500	$500
8	TRAVEL OUT OF STATE	$1,017	$1,050	$1,050
	EQUIPMENT			
9	MISC SMALL EQUIPMENT	$891	$1,000	$1,000
10	REPAIR SUPPLY & EQUIP	$4,686	$4,500	$4,500
	BUILDING REPAIRS			
11	LIGHTING, ETC.	$3,680	$3,650	$3,650
	CONTRACT/PROF SERVICES			
12	TREE TRIMMING	$17,483	$18,800	$18,800
13	PUBLIC WORKS EXPENSE	$1,751	$2,000	$2,000
14	DUTCH ELM DISEASE EXP	$600	$0	$0
15	DEV. CEMETERY LAND	$0	$0	$0
	TOTAL PARK & RECREATION	$493,886	$504,613	$500,551
16	FEE SUPPORTED PROGRAMS	$335,244	$390,000	$390,000
	PARK/RECREATION: POOL OPERATION			
	SALARIES	$112,979	$115,000	$121,775
	UTILITIES	$0	$35,000	$38,000
	ADMIN MATERIALS, SUPPLIES	$0	$15,100	$15,500

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
	MAINTENANCE MATERIALS, SUPPLY	$128,186	$25,600	$32,150
	PROGRAMS	$0	$70,000	$60,000
17	TOTAL POOL OPERATION	$241,165	$260,700	$267,425
	UNCLASSIFIED			
1	INSURANCE GENERAL	$182,009	$200,000	$230,000
2	INSURANCE 32B	$1,600,000	$1,856,000	$2,206,000
3	UNEMPLOYMENT COMPENSATION	$8,871	$10,000	$10,000
4	STREET LIGHTING	$65,730	$100,000	$100,000
5	HYDRANT RENTAL	$18,000	$18,000	$18,000
6	TOWN MEETING WARRANT	$16,064	$16,000	$16,000
7	RESERVE FUND	$0	$125,000	$201,000
8	PUBLIC CEREMONIES	$3,562	$2,500	$2,500
9	SURETY BONDS	$0	$800	$800
10	TOWN CLOCKS	$280	$200	$200
11	NON CONTRIBUTORY PENSION	$11,377	$12,000	$12,000
12	PENSION DISABILITY ACCT	$0	$10,000	$10,000
13	OCCUPATIONAL HEALTH NURSE	$6,345	$6,000	$6,000
14	MEDICAL CONTRIBUTION	$80,000	$80,000	$80,000
15	RESERVE FOR SAL SETTLEMENT	$0	$50,000	$266,000
16	EMPLOYEE ASSISTANCE PROG.	$0	$4,500	$4,500
	TOTAL UNCLASSIFIED	$1,992,238	$2,491,000	$3,163,000
	DEBT AND INTEREST			
	INTEREST			
1	BOND ANTICIPATION NOTES	$10,125	$70,000	$70,000
2	BOND ANTICIPATION NOTES EX	$7,950	$80,000	$80,000
3	ANTICIPATION REVENUE	$0	$0	$0
4	BOND ISSUE 1989	$0	$0	$0
5	BOND ISSUE EXEMPT 1989	$0	$2,550	$0
6	MULTI PURPOSE EXEMPT 1990	$0	$0	$0
7	MULTI PURP EX 91 HIGH SCHL	$214,625	$162,685	$143,637
8	MULTI PURP EX 91 LOKER	$23,240	$15,680	$7,980
9	MULTI PURP EX 91 LANDFILL	$5,810	$3,920	$1,995
10	MULTI PURP EXEM SCHL 1993	$130,583	$122,228	$113,681
11	MULTI PURPOSE EQUIPMENT	$0	$0	$0
12	LAND ACQUISITION EXEMPT	$131,410	$124,210	$116,830
13	MULTI PURPOSE 1996	$25,490	$15,490	$7,905
14	MULTI PURPOSE 1997	$51,046	$44,954	$39,600
15	MULTI PURPOSE EXEMPT 1997	$51,600	$45,600	$38,862
16	PUBLIC SAFETY BLDG. EXEMPT	$230,673	$220,957	$210,445
17	DECARLO LAND ACQUISITION	$2,895	$2,225	$1,500
18	DEPARTMENTAL EQUIPMENT	$34,890	$27,575	$19,781
19	FIELD HOUSE ROOF	$1,260	$1,129	$991
20	COMPUTERS	$13,335	$10,487	$7,500
21	TRAFFIC LIGHTS	$898	$650	$469
22	DEPARTMENTAL EQUIPMENT	$0	$25,600	$19,488
23	LAND ACQUISITION	$0	$60,000	$53,610
24	MODULAR CLASSROOMS/GYM	$0	$50,000	$44,675
25	POOL REMODEL	$0	$17,000	$15,120
26	STREET REMODEL	$0	$13,650	$11,829
27	SIDEWALK/BIKE	$0	$6,000	$4,325
28	TEMP BORROWING MIDDLE SCH	$0	$465,150	$231,300
29	LAND ACQUISITION 2001	$0	$0	$72,207
30	DEPT EQUIP 2001	$0	$0	$26,759
31	SCHOOL TECH 2001	$0	$0	$10,618
32	TOWN BLDG/FIRE REPAIRS	$0	$0	$7,433
33	SIDEWALK 2001	$0	$0	$2,549
34	LANDFILL 2001	$0	$0	$10,619
35	BUILDING REPAIR	$0	$0	$1,485
	MATURING DEBT			
36	BOND ISSUE 1989	$0	$0	$0
37	MULTI PURPOSE EXEMPT 1990	$95,000	$85,000	$0
38	MULTI PURP EX 91 HIGH SCHL	$325,000	$360,000	$360,000
39	MULTI PURP EX 91 LOKER	$140,000	$140,000	$140,000
40	MULTI PURP EX 91 LANDFILL	$35,000	$35,000	$35,000

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
41	MULTI PURP EXEMPT SCHL 1993	$225,000	$215,000	$215,000
42	MULTI PURP EQUIP 1993	$0	$0	$0
43	LAND ACQUISTION EXEMPT 1996	$180,000	$180,000	$180,000
44	MULTI PURPOSE 1996	$250,000	$185,000	$50,000
45	BOND SALE EXPENSE	$39,127	$25,000	$25,000
46	FINANCIAL DISCLOSURE	$2,500	$2,500	$2,500
47	MULTI PURPOSE 1997	$152,300	$152,300	$152,300
48	MULTI PURPOSE EXEMPT 1997	$150,000	$150,000	$150,000
49	PUBLIC SAFETY BLDG.	$290,000	$290,000	$290,000
50	DECARLO LAND ACQUISITION	$20,000	$20,000	$20,000
51	DEPARTMENTAL EQUIP	$222,000	$215,000	$215,000
52	FIELD HOUSE REMODEL	$3,920	$3,675	$3,675
53	COMPUTERS	$85,000	$85,000	$80,000
54	TRAFFIC LIGHTS	$10,000	$5,000	$5,000
55	DEPARTMENTAL EQUIPMENT	$0	$107,000	$105,000
56	LAND ACQUISITION	$0	$120,000	$120,000
57	MODULAR CLASSROOMS/GYM	$0	$100,000	$100,000
58	POOL REMODEL	$0	$35,000	$35,000
58	STREET REMODEL	$0	$33,000	$33,000
59	SIDEWALK/BIKE	$0	$30,000	$25,000
60	LAND ACQUISITION 2001	$0	$0	$90,000
61	DEPT EQUIPMENT 2001	$0	$0	$130,000
62	SCHOOL TECH 2001	$0	$0	$50,000
63	TOWN BLDG/FIRE REPAIRS	$0	$0	$20,000
64	SIDEWALK 2001	$0	$0	$15,000
65	LANDFILL 2001	$0	$0	$25,000
66	BUILDING REPAIR	$0	$0	$4,000
	TOTAL DEBT & INTEREST	$3,160,677	$4,161,215	$4,048,668
	GRAND TOTAL BUDGET	$33,135,863	$37,589,287	$40,380,924

	BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002	
	CAPITAL BUDGET				
1	TOWN OFFICE: COPIER			$18,000	F CASH
2	JCC RADIO REHABILITATION			$24,000	BORROW
3	CONSERVATION GATE DAM			$10,000	F CASH
	LIBRARY:				
4	COMPUTER UPGRADE			$15,000	BORROW
5	TELEPHONE UPGRADE			$11,000	BORROW
	SUB TOTAL LIBRARY			$26,000	
	HEALTH:LANDFILL				
6	COMPACTOR UNIT			$45,000	BORROW
7	CONTAINERS			$12,000	BORROW
8	SECURITY SYSTEM			$8,000	F CASH
	SUB TOTAL LANDFILL			$65,000	
	HIGHWAY:				
9	ASPHALT PATCH REPAIR UNIT			$25,000	BORROW
10	4X4PICKUP TRUCK WITH PLOW			$43,000	BORROW
11	REFURBISH LOADER			$24,500	F CASH
12	REFURBISH GRADER			$30,000	F CASH
	SUB TOTAL HIGHWAY			$122,500	
	SCHOOL DEPARTMENT				
13	TECHNOLOGY			$300,000	BORROW
14	EQUIPMENT/FURNITURE			$82,500	BORROW
15	BUILDING REPAIRS			$140,000	BORROW
16	VEHICLES			$52,000	BORROW
	SUB TOTAL SCHOOLS			$574,500	
	WATER DEPAARTMENT				
17	PLAIN ROAD SYSTEM IMPROV			$559,000	BORROW
18	VEHICLES			$40,000	WATER SURPLUS
	SUB TOTAL WATER			$599,000	
	GRAND TOTAL CAPITAL			$1,439,000	

ARTICLE 6: WAYLAND/SUDBURY SEPTAGE TREATMENT FACILITY BUDGET

Proposed by: Septage Committee *Estimated Cost: $915,272*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Septage Committee for the operation of the Wayland/Sudbury Treatment facility, and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

	SEPTAGE BUDGET FY 2002	EXPENDED FY2000	APPROPRIATED FY01	RECOMMENDED FY2002
1	SALARIES	$160,724	$173,692	$173,692
	EXPENSE			
2	OPERATING EXPENSE	$3,227	$5,000	$3,500
3	OTHER EXPENSE	$8,111	$5,500	$8,400
4	EXPENSE UTILITY-MISC.	$41,632	$55,000	$47,000
5	PROFESSIONAL SERVICES(ConOpt)	$14,270	$5,000	$43,000
6	CONTRACT SERVICES/DIRECTOR	$41,309	$75,000	$50,000
7	LEGAL SERVICES	$2,586	$5,500	$5,000
8	OUT OF STATE TRAVEL	$0	$500	$500
	EQUIPMENT			
9	CAPITAL REPLACEMENT	$6,332	$67,500	$65,000
10	PURCHASE/RENTAL	$3,519	$4,000	$3,500
11	MAINTENANCE/REPAIRS	$20,961	$25,750	$22,000
12	MATERIAL/SUPPLIES	$4,549	$0	$4,600
	BUILDING/MAINT EXPENSE			
13	MAINT/REPAIRS/RENOVATIONS	$600	$5,000	$2,000
14	BUILDING UTILITIES	$5,121	$2,000	$500
15	BUILDING ENERGY	$0	$6,000	$6,000
	SPECIAL BUDGET ITEMS			
16	ENGINEERING SERVICES	$0	$10,000	$5,000
17	DEBT SERVICE	$116,560	$112,210	$78,595
18	SLUDGE DISPOSAL	$94,785	$110,714	$85,000
19	GROUND WATER MONITORING	$9,513	$18,800	$5,000
20	AUDIT/ FINANCIAL SERVICES	$2,040	$10,000	$15,000
	LABRATORY AND PROFESS SERVICES		$18,000	$2,200
	INDIRECT EXPENSES			
21	ADMINISTRATION	$40,000	$40,000	$40,000
22	INSURANCE FRINGE BENEFITS	$20,400	$20,400	$20,400
23	OTHER INSURANCE	$0	$4,400	$4,400
24	RETIREMENT BENEFITS	$35,800	$35,800	$35,800
25	GREASE DISPOSAL	$46,426	$56,847	$47,000
26	SEPTAGE COMMITTEE	$0	$500	$500
28	SEPTAGE COMMITTEE SEC.	$831	$2,000	$1,000
	SEPTAGE BILLING UPGRADE	$0	$0	$20,000
	RESERVE FOR EXTRODINARY ETC	$1,857	$25,000	$120,685
	TOTAL BUDGET REQUEST	$681,153	$900,113	$915,272
	REVENUE SOURCES			
	ANTICIPATED REVENUE	$653,832	$624,392	$624,155
	RETAINED EARNINGS	$27,321	$275,721	$291,117
	TOTAL REVENUES	$681,153	$900,113	$915,272

FINANCE COMMITTEE COMMENTS: This article provides funds for the annual operation of the Wayland/Sudbury Septage Treatment Plant. This is the third budget presented by the new Septage Committee authorized by Article 14 of the 1997 ATM. That same Article 14 also states that "the Budget adopted by the (Septage) committee shall be included in the Warrant for the Host Town's (Wayland) Town Meeting without any changes." The Septage Committee continues to contract Camp, Dresser & McKee to oversee the operation.

ARGUMENTS IN FAVOR: The Wayland/Sudbury Septage Treatment Facility is a convenient treatment plant that benefits the residents of both towns. The budget allows for the increasing cost of groundwater monitoring and lab analysis, includes funds for financial services and an audit, and provides for upgrading selected capital items.

ARGUMENTS OPPOSED: For the third consecutive year, the Septage Committee has presented a budget in which expenses exceed revenues. In FY00 the deficit was $27,321; the estimated deficit for FY01 was $275,721; and this budget anticipates a possible deficit of $291,117. Retained earnings are used to make up deficits. It is the opinion of the Finance Committee that retained earnings should only be used for emergencies or as part of a long-range plan. Moreover, usage of the facility, and therefore revenues, have been dropping in recent months.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous. The Finance Committee continues to request that a long-term plan for the facility be developed soon, and bases this recommendation on that expectation.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8.

ARTICLE 7: WASTEWATER MANAGEMENT DISTRICT COMMISSION BUDGET

Proposed by: Wastewater Management District Commission *Estimated Cost: $185,140*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Wastewater Management District Commission for the annual operating expense of the Wayland Wastewater Management District; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds appropriated for another purpose, by borrowing or otherwise.

WASTEWATER MANAGEMENT DISTTRICT COMMISSION BUDGET FY 2002

	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
Salaries	$0	$0	$0
Operating Expense	$3,640	$11,183	$21,050
Maintenance/Repair	$0	$0	$20,000
Contract/Professional Services	$57,922	$92,000	$92,778
Debt Services	$22,430	$57,613	$51,312
Total Budget	**$83,992**	**$160,796**	**$185,140**
Anticipated Revenues	$44,476	$100,796	$185,140
General Fund Contribution	$0	$0	$0
Retained Earnings	$0	$0	$0
Appropriations	$39,516	$60,000	$0
Total Revenue	**$83,992**	**$160,796**	**$185,140**

FINANCE COMMITTEE COMMENTS: Since the Fall of 1999, the Wastewater Management District Commission (WMDC) has owned and operated the wastewater treatment facility located at the Polaroid/Congress office complex. The Polaroid/Congress office complex, nearby Route 20 business and residential properties and the Town's new Public Safety Building and Town Building are users or potential users of this system. The WMDC budget details anticipated operating and debt service expenses that are offset by revenues collected from users. Changes from the FY01 budget include $ 20,000 dollars for maintenance/repairs and $12,000 dollars for accounting services. This latter item appears as part of the Operating Expense line item.

ARGUMENTS IN FAVOR: This Article provides adequate funds to operate the wastewater treatment facility. Operating expenses and debt obligations are expected to be reimbursed through fees charged to users.

ARGUMENTS OPPOSED: Accounting fees might be excessive for a system that bills quarterly and pays a small number of vendors monthly. The Finance Committee expects a substantial reduction in this expense category after a comprehensive accounting system is installed.

RECOMMENDATION: Finance Committee recommends approval. Vote: Unanimous

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8.

ARTICLE 8: WATER DEPARTMENT MAINTENANCE BUDGET

Proposed by: Water Department *Estimated Cost: $1,250,533*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Water Commissioners for the operation and expenses of the Water Department; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by grants received from the Commonwealth or federal government, by borrowing or otherwise.

BUDGET	EXPENDED FY 2000	APPROPRIATED FY 2001	REQUESTED FY 2002
WATER DEPARTMENT			
SALARIES:			
COMMISSIONERS	$225	$225	$225
SUPERINTENDENT	$53,400	$52,375	$61,195
LABOR	$264,596	$274,462	$313,181
CLERICAL	$31,136	$41,658	$49,224
TOTAL SALARIES	$349,357	$368,720	$423,825
OPERATING EXPENSE	$361,590	$432,500	$474,000
PROFESSIONAL SERVICES	$0	$0	$0
EQUIPMENT	$0	$0	$0
POLICE DETAILS	$8,940	$0	$0
BORROWING COSTS	$231,379	$239,539	$352,708
TOTAL WATER DEPARTMENT	$951,266	$1,040,759	$1,250,533

FINANCE COMMITTEE COMMENTS: This article provides funds according to the proposed budget for the operation of the Water Department during Fiscal Year 2002.

ARGUMENTS IN FAVOR: Wayland enjoys high quality water and should fund the Water Department to continue delivery of this high quality water at rates typically below those in adjacent towns.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8.

ARTICLE 9: PAY PREVIOUS FISCAL YEAR UNPAID BILLS

Proposed by: Board of Selectmen *Estimated Cost: $3,329.80*

To determine whether the Town will vote to:

(a) pay the following bills of Fiscal Year 2000:

Vendor	Invoice Date	Fiscal Year	Amount	Board
R.F. Morse & Son Inc.	3/21/00	2000	$3,329.80	Park & Recreation
TOTAL			$3,329.80	

(b) appropriate the sum of money for the payment of the foregoing bill of a prior fiscal year; and

(c) provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: Occasionally, bills are not paid at the end of a fiscal year for a number of reasons, including late submission from a vendor or late submission for a Reserve Fund transfer request to the Finance Committee by a Board or Department. These bills represent funds that have already been appropriated, but have not been paid.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Four-fifths – see Massachusetts General Laws Chapter 44, Section 64.

ARTICLE 10: REVOLVING FUND FOR COUNCIL ON AGING

Proposed by: Council on Aging

To determine whether the Town will vote to authorize the continuance of a revolving fund pursuant to Chapter 44, Section 53E ½ of the Massachusetts General Laws for the Council on Aging; and to determine: (1) the programs and purposes for which such revolving fund may be expended; (2) the departmental receipts which may be credited to such revolving fund; (3) the board or officer(s) authorized to expend monies from such fund; and (4) the total amount that may be expended from such fund in Fiscal Year 2002.

FINANCE COMMITTEE COMMENTS: In 1994, the Town established a revolving fund for the Council on Aging. This article authorizes continued use through FY2002 of the fund

that is funded by users' fees and permits the Council to provide services at no budgetary costs to the Town.

ARGUMENTS IN FAVOR: This article will permit an additional year of financial management of fees, obtained by the Council on Aging, which provide services to a valued segment of the Town's population.

ARGUMENT OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 44, Section 53E ½.

ARTICLE 11: COMPENSATION FOR ELECTED OFFICIALS

Proposed by: Board of Selectmen *Cost: $59,958*

To determine whether the Town will vote to fix the salary and compensation of all elected officers of the Town effective July 1, 2001, which salary and compensation are printed below.

SALARY SCHEDULE – ELECTED TOWN OFFICIALS

		FY 2001	FY 2002
Town Clerk		$52,291	$54,383
Selectmen	(5 @ $100)	$500	$500
Assessors	(Chairman)	$1,600	$1,600
	(2 @ $1,500)	$3,000	$3,000
Board of Health	(5 @ $50)	$250	$250
Water Commissioners	(3 @ $75)	$225	$225
TOTAL		**$54,218**	**$59,958**

FINANCE COMMITTEE COMMENTS: The salary of the Town Clerk does not fall within the Personnel Wage and Salary Classification Plan, because it is an elected position. As a result, Town Meeting must approve pay increases for the Town Clerk. Appointed department heads enjoy benefits not available to elected officials, such as automatic step increases, merit increases that recognize performance, and cost of living allowances. The only course of action for the Town Clerk is to place an article in the warrant and a line item in the budget (the article sets the salary, the budget appropriates the dollars) calling for a salary increase.

ARGUMENTS IN FAVOR: The above salaries reflect a fair and in most cases minimal compensation for the duties performed.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 41, Section 108.

ARTICLE 12: ACCEPT LAW COMPENSATING TOWN CLERK

Proposed by: Board of Selectmen *Estimated Cost: $1,000*

To determine whether the Town will vote to accept the provisions of Massachusetts General Laws Chapter 41, Section 19K.

FINANCE COMMITTEE COMMENTS: In 1999 the Massachusetts Town Clerks Association worked to get legislative approval for awarding a small additional compensation to be paid to any Clerk who becomes certified through their state association. The Town Clerk has been certified since June 18, 1998. The certification program involved the prerequisite of taking a variety of mandated educational courses through the state association, taking a 15-hour test on vital records, elections, and other miscellaneous information in connection with the position, and getting a score of 80 or above on the test. Town Clerks must be re-certified every four years.

ARGUMENTS IN FAVOR: For the Town to accept this section of the Massachusetts General Laws it also encourages officials to get certification and continue with the program of updating said certification, since the additional compensation would discontinue when the certification is discontinued or withdrawn. The fiscal impact would be small. The award would be equal to 10 percent of the regular annual compensation but not more than $1,000 per year. To date, over 78 towns in Massachusetts have voted in favor of acceptance of this law. The International Institute of Municipal Clerks also certifies the Town Clerk as well (since September 14, 1990) and a lot of time and effort go into maintaining that status. Ultimately, the Town benefits by having individuals in positions that are current on laws and functions.

ARGUMENTS OPPOSED: Compensation might be considered excessive.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 41, Section 19K. (See Appendix B)

ARTICLE 13: ACCEPT LAW RE: ADDITIONAL COMPENSATION FOR ASSESSORS

Proposed by: Board of Assessors

To determine whether the Town will vote to accept the provisions of the Massachusetts General Laws, Chapter 59, Sections 21A and 21A ½.

FINANCE COMMITTEE COMMENTS: In 1971 the Massachusetts State Legislature enacted legislative approval for awarding additional compensation to be paid to any Assessor or Assistant Assessor who becomes certified through their state association.

The certification program involved the prerequisite of taking a variety of mandated educational courses through the state association, or the International Association of Assessing Officers. The five courses are: Assessing Principles and Procedures and Administration, Comparable Sales, Cost, Income, Mass Appraisal and the Department of Revenue's required course Assessing Tax Law. Each course has a test that must be passed. In order to be re-certified, 48.50 hours of classroom time have to be completed in a three-year time span. To maintain accreditation, the Assessor and Assistant Assessor must be re-certified every three years. This law requires the RMA (Residential Mass Assessor) to be issued by the Massachusetts Association of Assessing Officers.

The maximum additional expenditure in future fiscal years is $3,500. Currently, no one on staff in the Assessor's office has this qualification. One Assessor is currently qualified.

ARGUMENTS IN FAVOR: For the Town to accept these sections of the Massachusetts General Laws it also encourages officials to get certification and continue with the program of updating said certification, since the additional compensation would discontinue when the certification is discontinued or withdrawn. The fiscal impact would be small. The award would be equal to 10 percent of the regular annual compensation but not more than $1,000 per year. Ultimately, the Town benefits by having professional individuals in positions that are current on the laws and functions.

ARGUMENTS OPPOSED: Compensation might be considered excessive.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 59, Sections 21A and 21A½. (See Appendix C)

ARTICLE 14: COMMUNITY PRESERVATION ACT

Proposed by: Board of Selectmen, Conservation Commission, Wayland Historic District Commission, Park & Recreation, Wayland Housing Authority, Planning Board, Historical Commission

To determine whether the Town will vote to amend the Code of the Town of Wayland by adding thereto a new Chapter 75, "Community Preservation Committee," which defines the composition, method of appointment, length of term, and duties of said committee as follows:

"Chapter 75 - COMMUNITY PRESERVATION COMMITTEE

§75-01 Creation of Committee; Composition; Term.

There is hereby established a Community Preservation Committee, consisting of seven members, including: one member of the Conservation Commission as designated by the Conservation Commission; one member of the Historical Commission as designated by the Historical Commission; one member of the Planning Board as designated by the Planning Board; one member of the Park and Recreation Commission as designated by the Park and Recreation Commission; one member of the Housing Authority Board of Commissioners as designated by the Housing Authority Board of Commissioners; and two members appointed by the Board of Selectmen. Members shall serve the following initial terms: Conservation Commission and Housing Authority designees, one year; Park and Recreation Commission designee and one appointee of the Board of Selectmen, two years; and Historical Commission and Planning Board designees, and remaining appointee of the Board of Selectmen, three years. Following the initial appointments, appointees shall serve three year terms. There shall be no limit on the number of terms served by any individual.

§75-02 Meetings

The Committee shall not meet or conduct business without the presence of a quorum, which shall be a majority of members of the Committee. The Committee shall approve its actions by majority vote.

§75-03 Committee to Undertake Study

The Committee shall study the needs, possibilities, and resources of the Town regarding community preservation. The Committee shall consult with the Conservation Commission, Historical Commission, Planning Board, Park and Recreation Commission, and Housing Authority Board of Commissioners in conducting such study. The Committee may consult with other Town boards, committees, and commissions, and may utilize previous studies, findings, and other materials from other Town boards, committees, and commissions. The Committee shall hold at least one public informational hearing each year on the needs, possibilities, and resources of the Town regarding community preservation, for which it will publicly post notice at least one week in advance in the Town Building as designated by the

Town Clerk and publish such notice in a newspaper of general circulation in the Town for each of two weeks preceding the hearing.

§75-04 Recommendations to Town Meeting

(a) The Committee shall make recommendations in proper form to the Town Meeting for the acquisition, creation, and preservation of open space; for the acquisition and preservation of historic resources; for the acquisition, creation, and preservation of land for recreational use; for the creation, preservation, and support of community housing; and for rehabilitation or restoration of such open space, historic resources, land for recreational use, and community housing that is acquired or created with funds received in accordance with the Community Preservation Act, Massachusetts General Laws Chapter 44B, Sections 3-7.

(b) The Committee shall engage in public discussion of all proposed acquisitions prior to the Town Meeting at which such acquisitions will be considered.

(c) In each fiscal year, the Committee shall recommend spending, or setting aside for later spending, not less than 20 per cent of the annual revenues in the Community Preservation Fund for each of open space (not including land for active recreation purposes), historic resources, and community housing. The Committee may also recommend an appropriation of not more than 5 percent of the annual revenues of the Community Preservation Fund for the Committee's administrative and operating expenses.

(d) The Committee may recommend to Town Meeting that funds be set aside for later spending for specific purposes consistent with the Community Preservation Act, when sufficient revenues are not then available in the Community Preservation Fund, or for general purposes consistent with community preservation.

(e) Recommendations to Town Meeting shall include the anticipated costs of the proposed acquisition, creation, preservation, and support. In addition to approving appropriations from the Community Preservation Fund, Town Meeting may approve such additional appropriations as it deems appropriate to carry out the recommendations of the Committee.

(f) With respect to community housing, the Committee shall recommend, whenever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.

FINANCE COMMITTEE COMMENTS: The Community Preservation Act (the Act) is a new law that allows towns to raise and dedicate funds for open space acquisitions, affordable housing, and historic preservation. The Town is proposing a 1.5% surcharge on the real estate tax bill. The first $100,000 of an assessment is exempt from this surcharge. Low and moderate-income seniors and low-income residents are exempt from this surcharge. Town Meeting can vote to eliminate the surcharge after five years.

Approximately $332,000 will be raised from town revenues annually. Until 32 communities have adopted this act, the Commonwealth may annually match anywhere from 5 % to 100% of what has been raised. Once more than 32 communities have adopted the act, the Commonwealth will annually match 5% to 80% of the revenue.

The Act requires that at least 10% of the revenue raised be dedicated to each of the following: open space, affordable housing, and historic preservation. In Wayland, each purpose is allocated 20% of the revenue. The remaining 40% will be divided as the need arises based on recommendations made by the Community Preservation Committee.

The Act requires that Wayland form a Community Preservation Committee comprised of one member from the Conservation Commission, Housing Authority, Park and Recreation, Historical Commission, Planning Board and two "at large" members appointed by the selectmen. The Community Preservation Committee will make recommendations in article form to Town Meeting for all expenditures. All expenditures will be voted on at Town Meeting.

ARGUMENTS IN FAVOR: Funds will be raised and set aside for the acquisition of open space as land becomes available, for affordable housing and for historic preservation. The Community Preservation Committee cannot expend any funds without Town Meeting approval. The Commonwealth may annually match a percentage of revenues raised, which will increase the funds for community preservation. However, the Commonwealth has only committed itself at this point to providing matching funds for the first or second year, and beyond that, matching funds would be awarded based on a town's financial need. Traditionally, Wayland has not fared well in reimbursements based on need-based formulas. The sooner Wayland adopts the Act, the greater the annual percentage match from the Commonwealth. Town Meeting can vote to eliminate the surcharge after five years.

ARGUMENTS OPPOSED: In recent years, the Town has been supportive of land acquisitions for community preservation. The Town has borrowed for these funds on an as needed basis. The Act would essentially prepay for expenditures for community preservation. Also, if there is no need for funds set aside for each purpose, the Town cannot reallocate the funds for other needed purposes.

RECOMMENDATION: The Finance Committee does not recommend approval. Vote: 0 in favor, 4 against, 3 abstentions.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 21 and Chapter 44B, Section 5(a).

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 15: WAYLAND VETERANS MEMORIAL

Proposed by: Petitioner *Estimated Cost: $50,000*

To determine whether the Town will vote to appropriate a sum of money to create a Wayland Veterans Memorial near the park site of the Old Center School on Cochituate Road, honoring all residents and others who have served in the military forces of the United States.

The Board of Selectmen would be authorized to appoint a citizen task force to arrange for acquisition of the monument, monitor their progress, approve final design and control release of construction funds.

PETITIONERS COMMENTS: In the American Revolution, Wayland residents served in the militia as minutemen helping to gain our independence from Britain. Since then, many, many more have served in the United States military helping to preserve our democracy, and liberate others from tyranny and oppression.

We propose a memorial that honors the essential role and noble purposes that Wayland citizens in military service have played in establishing and extending American values and our way of life. The memorial dedication will also express our appreciation to all patriots and organizations on the home front who have supported our military. The design will reflect the ongoing responsibility for defending freedom and ensuring democracy transcends generation after generation.

The chosen site has special significance for its past role in education of Wayland's young. The setting is central yet serene and away from congestion of commerce and the noise of traffic. The memorial will be prominent yet dignified. With proximity to town offices, playing fields and visibility from the roadway, it should enjoy ready observation and substantial visitation. Our hope is that with nearby playing fields and walkways, the memorial will attract the curiosity of children and offer continued inspiration to future generations.

FINANCE COMMITTEE COMMENTS: An ad hoc committee of residents and organizations is requesting $50,000 to plan and build a veteran's memorial to "all who served the causes of national security, peace, democracy and freedom..." It will be situated South of the Town Building between Route 27 and the soccer fields.

ARGUMENTS IN FAVOR: Although the Town has scattered plaques and monuments honoring veterans' efforts in a few of our nation's conflicts, it does not have an appropriate memorial which recognizes the contributions and sacrifices of all its veterans. It will be dedicated to both military and home front service. Research of veteran memorials built recently in nearby towns indicates that the cost estimate is sufficient to design and build the memorial.

ARGUMENTS OPPOSED: It could be argued that the cost is excessive, that private funding should be utilized or that sufficient veteran plaques and monuments already exist.

RECOMMENDATION: Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33D. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7. (See Map at Appendix D)

ARTICLE 16: TOWN SEAL

Proposed by: Board of Selectmen

To determine whether the Town will vote to modify the Town Seal by correcting the original dates thereon.

FINANCE COMMITTEE COMMENTS: Based on studies of Wayland's history, the current Town Seal is unclear and misleading. The error is with the "1835" date, placement of which would suggest the date of incorporation. However, incorporation actually occurred in 1780, while 1835 is the year in which the name was changed to Wayland. In 1971, Helen Emery, a resident and author of "Puritan Village Evolves," brought this to the attention of the Board of Selectmen. At that time it was suggested that Town officials take action to make the appropriate corrections. No action was taken.

Every Massachusetts community is required by law to have a town seal to use on official documents, signs, badges, and vehicles. Wayland's seal was designed by Sylvester Reeves, a Wayland resident, and adopted in 1874. It is a romantic image of the founding of Wayland.

ARGUMENTS IN FAVOR: Information on the Town Seal should be clear and accurate. The date 1835 should be changed to 1780 and labeled "Incorporated." The "East Sudbury" should be dated as "1780-1835" to indicate the limited period in which the town bore that name.

ARGUMENTS OPPOSED: Changing the Town Seal could cause confusion. The present Town Seal design is historical in itself and could be interpreted to read: "Wayland . . . 1835," which is also correct.

RECOMMENDATION: The Finance Committee recommends approval. Vote: 5 in favor, 1 against.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 47.

ARTICLE 17: FUND A STUDY OF TOWN GOVERNMENT

Proposed by: Board of Selectmen *Estimated Cost: $50,000*

To determine whether the Town will vote to:

a) appropriate a sum of money to be expended by the Board of Selectmen to engage the services of a consultant or consultants to conduct a study of the government of the town; and

b) determine whether such appropriation shall be provided by taxation, transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, by gift or otherwise.

FINANCE COMMITTEE COMMENTS: The purpose of the article is to authorize the Selectmen to oversee a study of the organizational structure of Town government, and to provide funding of $50,000 for a consultant to conduct this study. The purpose of the study is to assess the organizational and administrative structure of the Town and to ensure that services are being delivered in the most cost effective and efficient way possible. The study will assess, among other things, whether the current horizontal structure of the Town (with various departments reporting to either the Selectmen or independent Boards or Commissions with no single point of accountability for overall Town administration) is appropriate and effective; and, to assess whether the various departments are providing the highest level of cost effective services. The Selectmen believe that if improvements can be made, they will lead to an enhanced level of services and a more efficient and effective town government.

ARGUMENTS IN FAVOR: The Selectmen are being proactive in studying the effectiveness of Town Government. The study would address a number of organizational issues about the current structure of government. These might include: organizational accountability; administrative responsibility; and centralization of certain functions to enhance efficiency, for example the creation of a department of public works.

ARGUMENTS OPPOSED: The current form of Town government is working and there is no need to take the time or expend the funds to do this study. Also, the recommendation of any study would require further investigation or implementation, which may require additional expenditures of funds in the future.

RECOMMENDATION: Finance Committee recommends approval. Vote: 3 in favor, 1 against.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 18: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTION AMOUNTS

Proposed by: Board of Selectmen and Board of Assessors *Estimated Cost: $42,000*

To determine whether the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, and allow an additional exemption of up to one hundred percent for Fiscal Year 2002.

FINANCE COMMITTEE COMMENTS: Affordability of Wayland property continues to be an increasing problem for the elderly or other fixed-income residents. Tax exemption is one way to offset the widening gap between income and expenses. Other ways are the Tax Work-off and the Tax Deferment programs. With passage of this article at each Annual Town Meeting, residents may avail themselves of abatements in the following categories; $175 for widow/widower, $437.50 for the blind, $500 for the elderly and $250 to disabled veterans. As of FY00 over 123 residents availed themselves of this tax exemption. The present cost to comply with the 100% increase is $42,000. If the above levels are doubled (the added amount to be paid for by the Town, bringing them up to the maximum level allowed by the Commonwealth), qualifying residents will be able to apply the incremental amount towards future tax increases.

ARGUMENTS IN FAVOR: This program, which has an approximate cost to the taxpayer of only about $10 per home, will help long time and other fixed income residents to stay in their homes. Not only will this program reward residents for what they have contributed to the Town over time, it will also lessen growth in the school population thereby reducing the costs to the Town. In addition, by preserving an oral Town history and a valuable resource for Town government, serving this important segment of our population strengthens the intergenerational fabric that binds the Town together.

ARGUMENTS OPPOSED: The article will slightly increase the tax burden for those not receiving the exemption.

RECOMMENDATION: Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Section 4 of Chapter 73 of the Acts of 1986.

ARTICLE 19: SENIOR PROPERTY TAX WORK-OFF PROGRAM

Proposed by: Council on Aging

To determine whether the Town will vote to accept the provisions of Massachusetts General Laws Chapter 59, Section 5K.

ARGUMENTS IN FAVOR: Acceptance of this statute allows the Town to continue to operate a program that it initiated in 1997, some four years ago. The program has been very successful and the Council on Aging wishes to continue the program. A line item is included in the budget to fund this program.

ARGUMENTS OPPOSED: A worthwhile program that has functioned in an extraordinarily successful manner might have to be discontinued.

RECOMMENDATION: Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 59, Section 5K.

ARTICLE 20: ACQUIRE CAZANAS PROPERTY, FOREST HILL ROAD

Proposed by: Conservation Commission *Estimated Cost: $50,000*

To determine whether the Town will vote to:

(a) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain, or otherwise, for conservation purposes, the fee or any lesser interest in all or part of the parcels of land located off Forest Hill Road, Wayland Massachusetts, containing 8 acres, more or less, shown as Lots 5A and 5B on a plan recorded with the Middlesex South Registry of Deeds as Plan No. 643 of 1961 in Book 9801, Page 47, excepting therefrom the parcels of land described in the deeds recorded with said registry of deeds in Book 10434, Page 249, and in Book 11357, Page 203;

(b) appropriate a sum of money to compensate the owner and/or acquire said parcels of land; and

(c) provide for said appropriation by taxation, transfer from unappropriated available funds, transfer from funds appropriated for other purposes, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: The acquisition of the property will permanently preserve 8 acres of varied terrain and important wildlife habitat at the top of Reeves Hill. The area contains wetlands, wooded areas, exposed bedrock and a rare hill-top pond. Situated on a hill, this property offers a wide variety of natural experiences. The property also contains trails that create a link to existing trails in the Mainstone Conservation Area. The Water Department owns land adjacent to this property and would like to see it protected. This parcel has been on the Open Space Plan as an area targeted for protection. It has been recently appraised at $50,000.

ARGUMENTS IN FAVOR: Preservation of this land will provide the residents of Wayland with a wonderful nature experience. In addition, it supports the land protection plans of both the Water Department and the Conservation Commission as well as furthering Wayland's growth management goals.

ARGUMENTS OPPOSED: The cost of acquiring this open space for $50,000 will place an additional (although minimal) tax burden on the Town's residents.

RECOMMENDATION: Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40, Section 14. (See Map at Appendix E)

ARTICLE 21: FUND THE DEVELOPMENT OF A MASTER PLAN FOR THE TOWN

Proposed by: Planning Board *Estimated Cost: $50,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Planning Board for professional services for the development and production of a Master Plan for the Town; and to determine whether such appropriation shall be provided by taxation, transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing or otherwise.

FINANCE COMMITTEE COMMENTS: The Town's last Master Plan was written in 1964. As a result of Executive Order 418, the Town is entitled to receive a $30,000 State grant to create a plan for transportation, economic development, natural resources and housing. The State funding will not cover a complete master plan; for example, there are no funds to plan for historic preservation. With the additional $50,000, the Planning Board will be able to "piggyback" on the state grant project and create a complete Master Plan for the Town. When the Plan is complete, it will be presented at Town Meeting for adoption by the citizens of Wayland.

ARGUMENTS IN FAVOR: By supplementing the State grant with $50,000 of Town funds, the Planning Board can obtain a long-overdue Master Plan for two-thirds of the total cost. A Master Plan helps the Town to steer the amount and direction of growth, and provides useful evidence of the Town's goals, which can be used to support requests for grants or for legislative action (such as the adoption of the CIPOD).

ARGUMENTS OPPOSED: There are many other ways for the Town to use the $50,000 required to create the Plan.

RECOMMENDATION: The Finance Committee supports the Planning Board's Article for a Master Plan, which should address growth issues for recreation, buildings and schools, and other Town needs. We suggest that the other studies proposed at this Town meeting be deferred until the Master Plan has been developed. The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 22: AMEND ZONING BY-LAWS RE: AQUIFER PROTECTION DISTRICT

Proposed by: Planning Board

To determine whether the Town will vote to amend Section 198-302.1.5 of the Code of the Town of Wayland by adding the following words to the last sentence in said section: "and also a report on file with the Town Clerk entitled "Report on Conceptual Zone II Study of the Baldwin Pond Wellfield," March 1994, by Anderson-Nichols & Company, Inc., Consulting Engineers, Boston, MA."; to amend the map entitled "Town of Wayland Zoning Overlay Districts", Survey Department, 41 Cochituate Road, Wayland MA 01778, dated December 11, 2000 to include the area identified in the map entitled "Proposed Aquifer Protection District Expansion, Wayland Town Surveyor's Office, dated December 11, 2000; and to strike from said Code Article 16, §198-1601. through §198-1606.1c.2 in its entirety and replace it with the following new Article 16:

"ARTICLE 16
Aquifer Protection District

§198-1601. Purpose.

1601.1. The Town has determined that:

1601.1.1. The groundwater underlying the Town is the sole source of its drinking water supply.

1601.1.2. The groundwater aquifers are integrally connected with, and flow into, surface waters that constitute significant resources of the Town.

1601.1.3. Spills and discharges of petroleum products and other toxic and hazardous materials and discharges of sewage have repeatedly threatened the quality of groundwater and related water resources throughout Massachusetts and elsewhere, posing potential public health and safety hazards and threatening economic losses to the affected communities.

1601.2. Therefore, the Town has designated an Aquifer Protection District and enacted this Article 16 to:

1601.2.1. Preserve and maintain the existing and potential groundwater supplies, aquifers and recharge areas of the Town and to protect them from development or land use practices that would adversely affect their quality or quantity.

16012.2. Preserve and protect present and potential sources of drinking water supply for the public health and safety.

1601.2.3. Conserve the water resources of the Town.

1601.3. Scope of Authority

The Aquifer Protection District is an overlay district superimposed on the zoning districts. This overlay district shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities or uses in a portion of one of the underlying zoning districts which fall within the Aquifer Protection District must additionally comply with the requirements of this district. Uses that are prohibited in the underlying zoning districts shall not be permitted in the Aquifer Protection District.

§198-1602. Definitions

1602.1. As used in this Article 16, the following terms shall have the meanings indicated:

AQUIFER -- A geologic formation composed of rock, or sand and gravel that contains significant amounts of potentially recoverable potable water.

DEP -- The Massachusetts Department of Environmental Protection.

DISCHARGE -- The intentional or accidental introduction of a liquid, or a soluble or leachable solid material, upon or into land or water bodies. Discharge includes, without limitation, leakage of such materials from failed or discarded containers or storage systems and disposal of such materials into any wastewater disposal system, dry well, catch basin or landfill that has not received site assignment by the Board of Health.

DISTRICT -- The Aquifer Protection District is the zoning district defined to overlay other zoning districts in the Town of Wayland. The aquifer protection district may include specifically designated recharge areas.

GROUNDWATER -- The slowly moving subsurface water

IEP 1988 -- The report prepared by IEP, Inc., described in 198-302.1.5.

IMPERVIOUS SURFACE -- Material placed by man, including buildings, that prevents the penetration of surface water into the soil.

Massachusetts General Laws -- Massachusetts General Laws.

MINING OF LAND -- The removal of geologic materials, such as topsoil, sand, gravel or bedrock.

PERVIOUS UPLAND LOT AREA -- The upland lot area less that portion thereof that is covered by impervious surface.

RECHARGE AREAS -- Areas from which precipitation or surface water can migrate into an aquifer.

SANITARY WASTE -- Wastewaters arising from ordinary domestic water use, as from toilets, sinks, bathing facilities, etc., and containing such concentrations and types of pollutants as to be considered normal wastes. Where the quantity of sanitary waste is stated, it is to be understood that the quantity is the design quantity as specified by the State Environmental Code, 310 CMR 15.00, or, in the absence of a specification therein, as specified by the Board of Health.

SECTION -- This Article 16.

SECURED OPEN SPACE -- Land that is permanently dedicated as open space that will not be developed, used for disposal of sanitary waste or farmed. The method of dedication may include a conservation restriction under Massachusetts General Laws c. 184, 26 through 33; Town ownership of land devoted to conservation under Massachusetts General Laws c. 40, 8C; Town ownership of park land under Massachusetts General Laws c. 45, 3; or Town ownership of land devoted to protection of municipal wells and/or aquifers under Massachusetts General Laws c. 40, 39B, or Chapter 80 of the Acts of 1878.

SOLID WASTE -- Discarded solid material with insufficient liquid content to be free flowing. This definition includes, but is not limited to, rubbish, garbage, scrap materials, junk, refuse, inert fill material and landscape refuse.

SPGA -- The special permit granting authority under this Article 16 (the Planning Board).

STRUCTURE -- A combination of materials assembled at a fixed location to give support or shelter, such as a building, framework, retaining wall, tent, reviewing stand, platform, bin, fence, sign, flagpole, recreational tramway, mast for radio antenna or the like. The word "structure" shall be construed, where the context requires, as though followed by the words "or part or parts thereof."

TOXIC or HAZARDOUS -- Any substance or mixture of such physical, chemical or infectious characteristics as to pose an actual or potential hazard to water supplies or other hazard to human health, if such substance or mixture were discharged to land or waters of this Town. Toxic or hazardous materials include, without limitation, organic chemicals, petroleum products, heavy metals, radioactive or infectious wastes and acids and alkalies, and also include such products as pesticides, herbicides, solvents and thinners and all substances defined as Toxic or Hazardous under Massachusetts General Laws Chapter 21C and 21E and 310 CMR 30.00.

UPLAND LOT AREA -- The total area of the parcel of land in question less the area of ponds, streams and wetlands as defined under Massachusetts General Laws c. 131, 40, as amended.

§198-1603. Use restrictions applying to the Aquifer Protection District.

1603.1. Permitted Uses

The following uses are permitted within the Aquifer Protection District, provided that all necessary permits, orders or approvals required by local, state, of federal law are also obtained.

i. conservation of soil, water, plants, and wildlife;
ii. outdoor recreation, nature study, boating, fishing and hunting where otherwise legally permitted;
iii. foot, bicycle and/or horse paths, and bridges; Pervious surfaces are preferred
iv. normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices;
v. maintenance, repair, and enlargement of any existing structure, subject to 1603.2 (prohibited uses) and 1603.3 (special permitted uses);
vi. residential development, subject to 1603.2 (prohibited uses) and 1603.3 (special permitted uses);
vii. farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to 1603.2 (prohibited uses) and 1603.3 (special permitted uses);
viii. construction, maintenance, repair, and enlargement of drinking water supply related facilities such as, but not limited to, wells, pipelines, aqueducts, and tunnels. Underground storage tanks related to these activities are not categorically permitted.
ix. Any use permitted in the underlying zoning district, subject to 1603.2 (prohibited uses) and 1603.3 (special permitted uses).

1603.2. Prohibited uses.

The following uses are specifically prohibited within the Aquifer Protection District:

i. Sanitary landfills and open dumps as defined in 310 CMR 19. 006; disposal or stockpiling of solid wastes, other than brush and stumps; and disposal of brush or stumps by burial with less than four feet of clearance above the maximum water table, as defined by the Board of Health. Landfilling of sludge and septage as defined in 310 CMR 32.05. Storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31.

ii. Junkyards or motor vehicle salvage operations. as defined in Massachusetts General Laws Chapter 140B Section 1.

iii. Storage of deicing chemicals, except calcium chloride, potassium chloride, and calcium magnesium acetrate, unless such storage and required loading areas are within a weatherproof structure having an impervious floor designed to prevent the generation and escape of contaminated runoff or leachate and only if all loading and unloading will be done within that shelter, with provisions for a separate closed drain system for safe disposal.

iv. Disposal of snow transported into the district.

v. Dry-cleaning establishments where cleaning is performed on the premises in open or non-self contained units.

vi. Commercial establishments for the plating, finishing, etching or polishing of metals or semiconductors.

vii. Painting, wood preserving, wood finishing or stripping paint on a commercial scale or on a scale more than that which is required for maintenance of existing structures and facilities.

viii. Manufacture of semiconductors or other electronic components or electronic circuit assembly on a commercial scale where hazardous materials are used.

ix. Chemical or bacteriological laboratories.

x. Commercial establishments for printing, photocopying or photographic processing where the processing is performed in open or non-self contained units.

xi. Storage of liquid petroleum products, except the following:

a) normal-household use, outdoor maintenance, and heating of a structure.
b) waste oil retention facilities required by statute, rule, or regulation
c) emergency generators required by statute, rule, or regulation
d) treatment works approved under 314 CMR 5.00 for treatment of ground and surface waters;

provided that such storage, listed in items a. through d. above, meets the requirements of 1603.3 (xi).

xii. Earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material (including mining activities) to within 4 feet of historical high groundwater as determined from monitoring wells and historical water table fluctuation data compiled by the US Geological Survey, except for excavations for building foundations, roads, or utility works.

xiii. Hotels or motels.

xiv. Any other use that includes, as a principal component, the manufacture, use, transportation or disposal of toxic or hazardous materials.

xv. Any floor drainage system in existing facilities, in industrial or commercial process areas or hazardous material and/or hazardous waste storage area, which discharge to the ground without a DEP permit or authorization. Any existing facility with such a

drainage system shall be required to either seal the floor drain (in accordance with the state plumbing code, 248 CMR 2.00) or connect the drain to a holding tank meeting the requirements of all appropriate DEP regulations and policies.

1603.3 Special permit uses.

The following uses and activities are permitted only upon the issuance of a Special Permit by the Special Permit Granting Authority (SPGA) under such conditions as they may require:

i. Golf courses, whether public or private.

ii. Commercial cabinetry or furniture making. (Note that painting, wood preserving, wood finishing and stripping of paint are prohibited).

iii. Cluster developments, planned developments and other forms of flexible development that require special permits under other articles of this Zoning By-Law.

v. Any use with the exceptions of uses described in (vi) and (viii) below, where the design flow of sanitary waste exceeds a total of 10,000 gallons per day for the entire project.

vi. Municipal wastewater treatment facilities with on-site disposal of effluent from primary or secondary treatment. (See also 198- 1603.2 (i) herein.)

vii. Individual on-site sewage disposal systems (in compliance with Title V of the State Environmental Code) serving all uses in residential districts which discharge more than 550 gallons per day per 40,000 square feet of lot area; and individual on-site sewage disposal systems (in compliance with Title V of the State Environmental Code) serving business, industrial, or institutional uses in all other districts which discharge more than 1000 gallons per day per 40,000 square feet of lot area. The replacement or repair of an existing system that will not result in an increase in design capacity above the previously approved design is not prohibited. Requests to increase the capacity of individual sewage disposal systems and those proposed for undeveloped lots above these limits may be permitted upon a written certification by the Wayland Board of Health that a valid nitrogen loading analysis approved by the DEP has been completed which demonstrates that the DEP drinking water performance goal for nitrates of 5 MG/L will not be exceeded in any water supply well. On residentially zoned lots legally in existence as of the effective date of this By-Law, which contains less then 40,000 square feet of area, the discharge rate of any individual sewage disposal system shall be permitted up to a maximum of 500 gallons per day. The replacement or repair of an existing system that will not result in an increase in design capacity above the previously approved design capacity is not prohibited hereunder.

viii. Those activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use, permitted in the underlying zoning (except as prohibited under 1603.2). Such activities shall require a special permit to prevent contamination of groundwater.

ix. Any other use that involves, as an accessory activity, the storage, use, transportation or disposal of toxic or hazardous materials, not including ordinary household storage or use.

x. Nursing homes or hospitals.

xi. Storage of liquid hazardous materials as defined in M.G.L. c 21E and/or liquid petroleum products unless such storage is:

a. above ground and
b. on an impervious surface, and
c. either
   (i) in container(s) or above ground tank(s) within a building or
   (ii) outdoors in covered container(s) or above ground tank(s) in an area that has a containment system designed and operated to hold either 10% of the total possible storage capacity of all containers or 110% of the largest containers storage capacity whichever is greater.

However these storage requirements shall not apply to the replacement of existing tanks or systems for the keeping, dispensing or storage of gasoline provided that the replacement is performed in a manner consistent with state and local requirements.

xii. The application of pesticides, including herbicides, insecticides, fungicides and rodenticides for nondomestic or nonagricultural uses in accordance with state and federal standards. If applicable the applicant shall provide documentation of compliance with a Yearly Operating Plan (YOP) for vegetation management operations under 333 CMR 11.00 or a Department of Food and Agriculture approved Pesticide Management Plan or Integrated Pest Management (IPM) program under 333 CMR 12.00.

1603.4. Site Plan Approval Uses

The following uses and activities are permitted only upon the issuance of a Site Plan approval in accordance with Article 6. The Planning Board shall include the standards and criteria of this Article 16 in addition to those contained in Article 6.

i. Storage of commercial fertilizers, as defined in Massachusetts General Laws Chapter 128, Section 64, such storage shall be within a structure designated to prevent the generation and escape of contaminated runoff or leachate.

ii. Storage of animal manure covered or contained in accordance with the specifications of the US Soil Conservation Service.

iii. Commercial or municipal facilities for the washing, servicing or repair of boats or motor vehicles.

iv. Dry-cleaning establishments wherein the dry cleaning materials are completely self-contained and all the disposal of such materials is off site. The operation and maintenance of this use shall require periodic inspections in accordance with 1606.8.1.5

v. Commercial establishments for printing, photocopying or photographic processing; wherein the processing materials are completely self-contained and all the disposal of such materials is off site. The operation and maintenance of this use shall require periodic inspections in accordance with 1606.8.1.5

vi. Commercial laundries.

§198-1604. Density restrictions applying to the Aquifer Protection District.

1604.1. For residential developments that do not require a special permit and in which the disposal of wastewater is by means of septic tank sewage systems, the density of dwelling units shall not exceed 1 1/2 units per upland acre of the parcel of land being developed, except that this requirement shall not prevent the use, for at least one dwelling unit, of any parcel of land shown on a plan or described in a deed recorded prior to April 19, 1989, which parcel on that date conformed, or was considered to conform, to the area and frontage requirements of this Zoning By-Law.

1604.2. Any new use or change in use in a residential lot that will render impervious more than 15% of the lot or 2,500 square feet, whichever is greater shall require Site Plan Approval under this section. A system for ground water recharge for runoff from the impervious surface that does not degrade groundwater quality shall be provided. . Under no circumstances shall the impervious surface of a residential lot exceed 30% of the upland area of the lot.

Any new use in a non-residential lot that will render impervious more than 15% of the lot or 2,500 square feet, whichever is greater shall require a system for ground water recharge for runoff from the impervious surface that does not degrade groundwater quality. Any change or alteration to an existing non-residential lot that increases in area or is equivalent to the existing area or that proposes to lessen the amount of impervious surface but is still greater than the 15% or 2,500 square feet shall require a system for ground water recharge for runoff from the impervious surface that does not degrade groundwater quality. The design of any such system shall be reviewed by Site Plan Approval that should be combined with any other required Site Plan approval.

1604.3. For developments of five or more residential lots and for all non-residential uses, Storm water Management Standards and best management practices (BMP) shall apply. BMPs should be designed to treat 1.0 inch of runoff times the total impervious surface of the post development site and remove 80% of total suspended solids where possible.

For residential uses where recharge is required and for all non-residential uses, recharge may be by ground water infiltration basins or similar systems covered with natural vegetation and

dry wells shall be used only where other methods are infeasible. Oil, grease and sediment traps to facilitate removal of contamination shall precede all such basins and wells. The owner shall permanently maintain any and all recharge area in full working order.

1604.4. For any change or alteration to existing non-residential lot(s) that proposes to lessen the amount of impervious surface below the greater of 15% of the lot or 2,500 square feet; the change in impervious surface shall be permitted as of right.

§198-1605. Division of land parcels.

1605.1. No division of a parcel of land containing structures shall be permitted if one or more of the resulting parcels would be in violation of this Article 16, unless upland area equivalent to the deficiency thereof on any such non-conforming new parcel is permanently dedicated as secured open space.

1605.2. No additional development of an already developed parcel shall cause these density restrictions to be exceeded or further exceeded.

§198-1606. Special permits within the Aquifer Protection District.

1606.1. Special Permit Granting Authority (SPGA)

1606.1.1. The SPGA under this Article 16 is the Planning Board. Such special permit shall be granted if the SPGA determines, in conjunction with the Board of Health, the Conservation Commission and the Water Department that the intent of this By-Law, as well as its specific criteria, are met. If more than one special permit is required, the SPGA's shall coordinate processing of the applications to the maximum extent feasible.

1606.2. Material to be submitted by applicants.

1606.2.1. Eight copies of the application shall be filed with the Town Clerk and certified as to date of receipt. Certified copies shall immediately be transmitted to the SPGA, the Surveying Department, the Water Commissioners, the Board of Health, the Conservation Commission, the Right-To-Know Coordinator and the Hazardous Waste Coordinator. Additional requirements for the application shall be as specified in the rules of the SPGA. Said rules must be promulgated by the SPGA within 120 days of approval of this Article 16 by the Attorney General and shall include the following specifications relative to the information to be supplied with the application:

1606.2.1.1. A site plan, prepared by a professional engineer or a professional land surveyor, showing existing and proposed structures and the location of all facilities relevant to the other requirements specified in 198-1606.2.1.2 through 1606.2.1.4 below.

1606.2.1.2. A complete list of all chemicals, pesticides, fertilizers, fuels and other potentially toxic or hazardous materials to be used, generated, stored or disposed of on the premises, in

quantities greater than those associated with normal household use together with Materials Safety Data Sheets for each such substance.

1606.2.1.3. A description of proposed transportation of toxic or hazardous materials within the district, including contractor and amounts to be transported.

1606.2.1.4. A description of proposed measures complying with 198-1606.8 herein.

1606.3. Review by agencies other than the SPGA.

1606.3.1. Failure by any agency to submit a written recommendation to the SPGA within 45 days from the date on which said agency received the application shall indicate approval, or no desire to comment, by that agency.

1606.4. Public hearing.

1606.4.1. The SPGA shall hold a public hearing within the period from 45 to 65 days after the filing of the application, unless said period is extended in accordance with Massachusetts General Laws c. 40A. Notice of the public hearing shall be given by publication and posting and by first class mailings to parties in interest, as required in Massachusetts General Laws c. 40A.

1606.5. Boundary

1606.5.1. The boundary of the Aquifer Protection District is that area designated as Zone II by the Commonwealth.

1606.6. The SPGA's decision.

1606.6.1. The SPGA shall consider the simplicity, reliability and feasibility of the proposed control measures (see 198-1606.8); and the degree of threat to water quality that would result if the control measures failed to meet expectation or were not properly maintained. It shall then issue a written decision that describes its findings with respect to the several considerations listed in this 198-1606.6.1. It may grant a special permit if it finds that the proposed use:

1606.6.1.1. Meets the intent of this Article 16, as well as its specific criteria;

1606.6.1.2. Will not, during construction or thereafter, have an adverse impact on any aquifer area or recharge area in the district;

1606.6.1.3. Will not adversely affect an existing or potential domestic or municipal water supply; and

1606.6.1.4. Will not cause the average quality of groundwater recharged on the property to violate Class 1 drinking water standards promulgated by DEP.

1606.6.2. In addition to the findings described in 198-1606.6.1 above, the decision shall include an explanation of any departure from the recommendations of any other Town agencies.

1606.6.3. For projects that require approval by DEP, the Board of Health and/or the Conservation Commission or require a special permit under other articles of this Zoning By-Law, the special permit shall include a condition that no building permits shall be issued until evidence has been received by the SPGA that such required approvals have been received.

1606.6.4. The decision of the SPGA shall be made and filed within a period of 90 days following the close of the public hearing, unless said period is extended in accordance with the provisions of Massachusetts General Laws c. 40A. Copies of said decision, plus the record of all proceedings, shall be filed with the Town Clerk within 14 days of the date of the decision if the period of the decision is less than the 90-day period described here. Failure of the SPGA to so act within said 90-day period, as extended, shall be deemed a granting of the permit. However, no work shall commence until a certification by the Town Clerk has been recorded as required by Massachusetts General Laws c. 40A.

1606.7. Lapse of permits if not used.

1606.7.1. Special permits issued under this Article 16 shall lapse within two years (not including any time required to pursue or await the determination of an appeal made under the provisions of Massachusetts General Laws c. 40A) from the grant thereof if a substantial use thereof has not sooner commenced, except for good cause, or, in the case of a permit for construction, if construction has not begun by such date, except for good cause.

1606.8. Design and operation requirements and guidelines.

1606.8.1. Applications under this Article 16 shall include proposed methods, as described below, for preventing or minimizing harmful effects on the quality or quantity of groundwater in the district.

1606.8.1.1. Safeguards.

1606.8.1.1.1. For those activities using or storing hazardous materials, a hazardous materials management plan shall be prepared and filed with the Fire Chief and Board of Health. The plan shall include:

a) provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism, including spill containment and clean-up procedures.
b) provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces;

c) evidence of compliance with the Regulations of the Massachusetts Hazardous Waste Management Act 310 CMR 30, including obtaining an EPA identification number from the Massachusetts Department of Environmental Protection.

1606.8.1.2. Location.

1606.8.1.2.1. Where the premises are partially outside the Aquifer Protection District, potential sources of pollution, if permitted, shall be located outside the district to the content feasible.

1606.8.1.3. Disposal.

1606.8.1.3.1. For any toxic or hazardous wastes to be produced in quantities greater than those associated with normal household use, the applicant must demonstrate the availability and feasibility of disposal methods that are in conformance with Massachusetts General Laws c. 21C.

1606.8.1.4. Drainage.

1606.8.1.4.1. All runoff from impervious surfaces shall be recharged on the site to the maximum extent possible. For developments of five or more residential lots and non-residential uses, Storm water Management Standards and best management practices shall apply. BMPs should be designed to treat 1.0 inch of runoff times the total impervious surface of the post-development site and remove 80% of total suspended solids. Any and all recharge areas shall be permanently maintained in full working order by the owner including inspections after major storm events and routine semi-annual evaluations for system maintenance.

1606.8.1.5. Monitoring and Inspection

1606.8.1.5.1. Periodic monitoring and/or inspections may be required by the special permit granting authority (SPGA) as part of any special permit issued under this Article 16 or by the Planning Board as part of any Site Plan Approval issued under this Article 16, The periodic inspection may include annual or semi-annual inspections by the Board of Health, Conservation Commission or toxic waste coordinator. The level of monitoring and/or inspections to be required in any specific situation shall consider both the level of potential hazard and the efficacy of the monitoring and/or inspection.

1606.8.1.6. Erosion and sedimentation control.

1606.8.1.6.1. Erosion and sedimentation measures approved by the SPGA or its agent shall be in place before the commencement of any operation that will expose erodible materials to the elements. Filter fabric shall be used for sediment retention. Such control measures shall remain in place until the SPGA or its agent determines that the danger of erosion or sedimentation no longer exists.

1606.9. Violations.

1606.9.1. Written notice of any violation of this Article 16, or of any permit issued thereunder, shall be provided by the Building Commissioner to the owner of the premises, specifying the nature of the violations and a reasonable schedule of compliance, including-cleanup of any spilled toxic or hazardous materials. A total of 30 days shall be allowed for either compliance or completion of a plan for longer-term compliance. Violations shall be enforced according Chapter 1, General Provisions, Article II, Violations and Penalties.

For situations that require remedial action to prevent adverse impact to the water resources within the Aquifer Protection District, the Town of Wayland, the Building Inspector or the Board of Health may order the owner or operator of the premises to remedy the violation. If said owner and/or operator does not comply with said order, the Town of Wayland, the Building Inspector or the Board of Health shall act within their jurisdiction to impose fines and/or seek remediation.

1606.10. Costs.

1606.10.1. The SPGA may require fees to be paid by the applicant to cover the costs of advertising, notification by mail and reasonable expenses incurred by the Town in processing an application for a special permit or variance under this Article 16. A schedule of fees shall be published in the SPGA's and/or the Planning Board's rules and regulations.

1606.1. Severability

1606.11.1. A determination that any portion or provision of this overlay protection district is invalid shall not invalidate any other portion or provision thereof, no shall it invalidate any special permit previously issued thereunder.

FINANCE COMMITTEE COMMENTS: As a result of the 1994 study to see if the landfill affected the Baldwin Pond Wellfield, in 1995 the Department of Environmental Protection designated an area including the Town Center as Zone II and recommended zoning changes to protect the area. This Article would expand the Aquifer Protection District to include this Zone II area. A previous version of this Article, passed over at the 2000 Annual Town Meeting, would have restricted the amount of paved surface and prohibited certain activities. In response to concerns expressed by members of the business community, the Planning Board has revised the article to be regulatory rather than prohibitive; there are controls on the amount of runoff rather than on activities. As long as precautionary measures are taken to protect the water, activities prohibited in the previous version are allowed. Existing businesses would be "grandfathered" unless they sought to expand their activities.

ARGUMENTS IN FAVOR: The Article would protect the groundwater without prohibiting business activities. Members of the business community have been extensively

involved in the development of the language of the proposed By-Law. When the area was certified as Zone II in 1995, the DEP requested that the Town take measures to protect it, and after six years these measures are long overdue.

ARGUMENTS OPPOSED: Some people have questioned the appropriateness of expanding the boundary of the Aquifer Protection District, saying that the 1994 study commissioned by the Town incorrectly determined the area to be Zone II.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5. (See Map at Appendix F)

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing Zoning By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 23: AMEND TOWN OF WAYLAND ZONING MAP

Proposed by: Planning Board

To determine whether the Town will vote to amend Article 3 of Chapter 198 (Zoning) of the Code of the Town of Wayland by adopting:

a) the revised Town of Wayland Zoning Map dated December 11, 2000; and

b) the Town of Wayland Zoning Overlay District Map dated December 11, 2000, as set forth below (deletions are indicated in ~~strikethrough lettering~~ and insertions are indicated in underlined lettering):

ARTICLE 3
Establishment of Districts

§198-301 Designation

301.2. Said districts are defined and described in numerous votes of the Town, beginning with the adoption of this Zoning By-Law under Article 5 of the September 5, 1934, Special Town Meeting, and subsequent Town Meetings, and are shown on a plan accompanying this Zoning By-Law that has been filed with the Town Clerk entitled ~~"Zoning Plan of the Town of Wayland, Massachusetts," Everett M. Brooks & Co., Civil Engineers, Newtonville and Wayland, Massachusetts, January 1, 1971~~ "Town of Wayland Zoning Map", Survey Department, 41 Cochituate Road, Wayland MA, 01778, December 11, 2000, as the same may be amended from time to time hereafter. **[Amended 5-7-1997 ATM by Art. 39]**

§198-302 Overlay districts. [Amended 30-20-1974 ATM by Art. 44; 4-30-1975 ATM by Art. 28]

302.1.4. A Southeast Wayland-Cochituate Planning district that includes all land to be placed in said district by a two-thirds vote of Town Meeting, but including only such land with an area not less than 25 acres, a substantial portion of which (herein defined as more than 30%) is wet areas, as defined in §198-1402 herein, and that is located in the area shown as Residence Zone 30,000 square feet-150 feet Front bordering on the Wayland-Natick town lines on the ~~Zoning Map of the Town of Wayland, Massachusetts, Everett M. Brooks & Co., Civil Engineers, Newtonville and Wayland, Massachusetts, January 1, 1978, zoning amended to January 1, 1971.~~ map entitled "Town of Wayland Zoning Overlay Districts", Survey Department, 41 Cochituate Road, Wayland, MA 01778, dated December 11, 2000. **[Amended 6-16-1987 STM by Art. 3]**

302.1.5. An Aquifer Protection District that is shown on a map on file with the Town Clerk entitled ~~"Proposed Aquifer Protection District," Wayland Engineering Department, February 1, 1989.~~ "Town of Wayland Zoning Overlay Districts", Survey Department, 41 Cochituate Road, Wayland, MA 01778, dated December 11, 2000. The district comprises areas in the Town of Wayland where liquids or water-soluble materials placed on or below the surface of the land will migrate to the Town's municipal wells if pumping is sufficiently heavy and prolonged. For data, standards and procedures by which the boundary of the district was established and for other details, see a report on file with the Town Clerk entitled "Aquifer Mapping Project, Town of Wayland," January 1988, by IEP, Inc., Consulting Environmental Scientists of Northborough, Massachusetts, and also a report on file with the Town Clerk entitled "Report on conceptual Zone II Study of the Baldwin Pond Wellfield," March 1994, by Anderson-Nichols & Company, Inc., Consulting Engineers, Boston MA. **[Added 5-1-1989 STM by Art. 7]**

302.1.6. A Senior and Family Housing Overlay District which includes all of the following land: Parcels F and G as shown on a plan entitled ~~"Plan of Land in Wayland, Massachusetts Showing Proposed Division of the Paine Estate," prepared by the Wayland Town Surveyor's Office, dated March 22, 1994, and revised March 1995 and recorded with the Middlesex South District Registry of Deeds. Such plan is hereby made part of the Zoning Map of the~~ "Town of Wayland Zoning Overlay Districts" Survey Department, 41 Cochituate Road, Wayland, MA 01778, dated December 11, 2000 and ~~are~~ is available at the office of the Town Clerk for public inspection. **[Added 4-28-1997 STM by Art. 5]**

302.1.7. A Cochituate Interim Planning Overlay District which includes all of the land located to the south of a line defined as follows: the southerly boundary of the commonwealth of Massachusetts Pressure Aqueduct, as shown in the Atlas of the Town of Wayland, Massachusetts, ~~1994~~ 1999, on Plates 48 and 49, from its easternmost end traversing said boundary westerly to its intersection with the Aquifer Protection District boundary, as shown on the map referenced in §198-302.1.5 herein, southerly and westerly to where it intersects with the center line of the right-of-way of Old Connecticut Path, thence southeasterly along said line to the Wayland town line. Said Plates 48 and 49 of the Atlas of the Town of

Wayland, Massachusetts, ~~1994~~ 1999, are hereby made part of the ~~Zoning~~ ~~M~~map ~~of the~~ entitled "Town of Wayland Zoning Overlay Districts" Survey Department, 41 Cochituate Road, Wayland, MA 01778, dated December 11, 2000 and ~~are~~ is available at the office of the Town Clerk for public inspection. **[Added 4-30-1997 STM by Art. 7; amended 5-8-2000 ATM by Art. 47]**

302.1.8. A Wireless Communications Services District that includes the land owned by the Town of Wayland known as the "old landfill site" as shown in the Atlas of the Town of Wayland, Massachusetts, ~~1996~~ 1999, on Plates 22 and 23, Parcels 22-001 and 22-002, and known as the "new landfill site" as shown in the Atlas of the Town of Wayland, Massachusetts, 1996, on Plates 17, 21, and 22 inclusive, Parcels 17-018, 21-010A, 21-012A, 21-012B, 21-012C, 21-012D, 21-012E, 21-012F, 21-012G, 22-003, 22-004, 22-006 and 22-007; and the land comprising the portion of the so-called Massachusetts Bay Transportation Authority (MBTA), "right-of-way from its boundary with the southerly sideline of Boston Post Road (Route 20) westerly to its westernmost boundary with the Town of Sudbury as shown in the Atlas of the Town of Wayland, Massachusetts, ~~1996~~ 1999, on Plates 22, 26 and 27, inclusive, and as shown on the plan entitled ~~"Town of Wayland Wireless Communications Services District Special Town Meeting – November 17, 1999," dated September 16, 1999, prepared by the Town of Wayland Survey Department~~ "Town of Wayland Zoning Overlay Districts", Survey Department, 41 Cochituate Road, Wayland, MA 01778, dated December 11, 2000, a copy of which ~~plan~~ is on file in the ~~O~~office of the Town Clerk. **[Added 11-17-1999 STM by Art. 3]**

FINANCE COMMITTEE COMMENTS: The Town Surveyor has produced a new Zoning Map and Zoning Overlay Districts Map, to replace the current version which was created in 1971. The new maps, created with the Town's GIS system, are multicolored and easy to read and incorporate recent changes in zoning districts. The Town must change Zoning By-Law references to specify the new map.

ARGUMENTS IN FAVOR: The new and improved version should be the official Zoning Map of the Town.

ARGUMENTS OPPOSED: The Finance Committee is aware of none.

RECOMMENDATION: Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing Zoning By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 24: AMEND CHAPTER 91, ARTICLE 1, REGULATION OF DOGS (DOG CONTROL BYLAW) OF THE CODE OF THE TOWN OF WAYLAND BY DELETING IT IN ITS ENTIRETY AND REPLACING IT WITH A NEW CHAPTER 91, ARTICLE 1

Proposed by: Board of Selectmen

To determine whether the Town will vote to amend Chapter 91, Article 1, Regulation of Dogs (the "Dog Control By-Law") of the Code of the Town of Wayland, by deleting it in its entirety and replacing it with a new Article 1, as follows:

DOG CONTROL BYLAW
(Chapter 91, Article I—Regulation of Dogs)

Section 91-1. DEFINITIONS

91-1.A. As used in this By-Law, the following words and terms have the following meanings:

Banishment	An order that a vicious dog may no longer reside or visit in the Town of Wayland.
DCO	The Dog Control Officer.
Destruction	An order that a vicious dog be destroyed in accordance with Massachusetts General Laws Chapter 140 and Massachusetts Society for the Prevention of Cruelty to Animals guidelines.
Effective voice control	To be under effective voice control, the dog must be within the keeper's sight and the keeper must be carrying a leash.
Keeper	Any person having charge of a dog within the Town of Wayland, including but not limited to the dog's owner, dog walkers, dog sitters, members of the dog owner's household or family.
Kennel	Four or more dogs, six months of age or older, kept on a single property, whether for breeding, sale, training, hunting, companionship, or any other purpose.
Kennel license	A special license issued to a kennel, which allows payment of a single fee covering all dogs in the kennel; with the kennel license, the kennel owner receives a special kennel tag for each dog in the kennel.
License	A dog's registration, evidenced by a tag issued annually by the Town Clerk to the owner of each dog residing in Wayland and worn by the dog securely fixed to its collar or harness.
License, transfer	The registration issued to a dog already licensed in another US jurisdiction, after the dog moves into the Town of Wayland.
License period	Annually, from January 1st through December 31st.

Muzzling	Using a device that fits over a dog's mouth and prevents it from biting, but that does not cause any injury or interfere with the vision or respiration of the dog that wears it.
Nuisance dog	A dog that repeatedly violates Section 91-5 of this By-Law.
Permanent restraint	An order issued by the Board of Selectmen under Section 91-6.D(1), requiring a vicious dog's keeper to restrain it.
Restraint	Limiting, restricting, or keeping a dog under control by means of a physical barrier (e.g., a leash, substantial chain or line, visible or invisible fence).
Running at large	A dog is *running at large* if it is not on the private property of its keeper, or on private property with the express permission of that property's owner, or on a leash, or under effective voice control (i.e., within the keeper's sight and the keeper is carrying a leash).
Temporary restraint	An order issued by the DCO under Section 91-3.C.(5), requiring the dog's keeper to restrain a nuisance dog or suspected vicious dog for 30 days.
Vicious dog	A dog that, without provocation, bites a human being or kills or maims a domestic animal.

91-1.B. Any word or term defined in Massachusetts General Law Chapter 140, Section 136A, and not otherwise defined here, is incorporated by reference.

Section 91-2. VACCINATION, LICENSING, AND FEES

THREE OR FEWER DOGS.

91-2.A. *License and vaccination requirements.* All dogs six months and older, while residing in the Town of Wayland, must have a license. To obtain or renew the license, each dog owner must annually present proof of a current rabies vaccination. When a veterinarian determines that vaccination is inadvisable, the owner may present a veterinarian's certificate exempting an old or sick dog from vaccination for a stated period of time.

91-2.B. *New dogs.* Within 30 days of acquiring a dog 6 months of age or older, each dog owner in Wayland must present proof of that dog's current rabies vaccination and obtain a license and dog tag from the Town Clerk.

91-2.C. *New puppies.* Within 6 months of a puppy being born, each dog owner in Wayland must present proof of that puppy's current rabies vaccination and obtain a license and dog tag from the Town Clerk.

91-2.D. *New residents.* A new resident who owns a dog 6 months of age or older must license it within 30 days after moving into Wayland. The Town Clerk will issue each dog a transfer license, upon the owner's surrender of a current license from another US jurisdiction and proof of current rabies vaccination. The transfer license is valid until the next regular licensing period.

91-2.E. *Lost tags/replacement tags.* Dog owners must replace a lost tag within three business days of the loss, by obtaining a replacement tag from the Town Clerk.

91-2.F. *Tag exemptions for dog events and medical reasons.*

(1) A dog while actually participating in an official dog sporting or dog fancy event (if the event sponsors do not allow participants to wear tags) is exempt from the requirement that its license tag be affixed to its collar, provided its keeper has the tag at the event and available for inspection by the DCO.

(2) When a veterinarian determines that a dog cannot wear a collar for medical reasons, the dog is exempt until it recovers from the requirement that its license tag be affixed to its collar, provided its keeper has the tag in his or her possession and available for inspection by the DCO.

91-2.G. *Annual renewal.* Dog owners must renew each dog license annually. The annual licensing period runs from January 1st through December 31st.

91-2.H. *License due date/late fee.* The application form for obtaining, renewing, or transferring a license shall be distributed to each household no later than December 1st each year. Dog owners must return forms and fees to the Clerk by January 15th (or the first business day thereafter, if the 15th falls on Saturday, Sunday, or legal holiday). Any license renewed after this date is overdue, and the owner must pay a late fee in addition to the license renewal fee. The overdue license fee and the late fee may be added to the owner's tax bill or may be recovered through the imposition of a municipal charges lien on any property standing in the name of the dog owner, pursuant to Massachusetts General Laws Chapter 40, Section 58.

91-2.I. *Distribution of By-Laws and rabies symptoms list.* At the first licensing period after this By-Law becomes effective, the Town Clerk shall send a copy of the By-Law to each household in Wayland. Thereafter, the Clerk shall give each new applicant or transfer applicant a copy of the By-Law and shall have copies available at the Clerk's Office. The Clerk shall distribute a list of the symptoms of rabies with each dog license issued, as required under Massachusetts General Laws Chapter 140, Section 145.

91-2.J. *License fees.* The fees for licensing each dog are:

Annual license fee for each neutered or spayed dog over 6 months old:	$10.00
Annual license fee for each unaltered dog over 6 months old:	$20.00
License fee for any dog younger than 6 months:	none
Fee to replace lost dog tag:	$2.00
Fee for transfer license:	$2.00
Late fee:	$25.00

FOUR OR MORE DOGS.

91-2.K. *License and vaccination requirements.* Anyone who owns or boards four or more dogs within the Town of Wayland must apply for and obtain a kennel license from the Town Clerk. (This requirement shall not apply to medical boarding by any licensed veterinarian practicing in the Town of Wayland.) To obtain or renew the

license, the kennel licensee must present proof of current rabies vaccinations for each dog in the kennel older than six months. When it is off the kennel property, each dog in the kennel must wear a kennel tag, issued by the Town Clerk, affixed to its collar or harness.

91-2.L. *New dogs and new puppies.* The kennel licensee must report to the Town Clerk each new dog in the kennel within 30 days of its acquisition, show proof of current vaccination, and obtain a kennel tag for that dog. The kennel licensee must show proof of current vaccination and obtain a tag for each puppy when it reaches six months old.

91-2.M. *Application process.* Every applicant for a new kennel license must first obtain a special permit from the Zoning Board of Appeals, pursuant to Wayland Town By-Laws Chapter 198, Zoning, Section 198-203.1. The applicant may then submit an application to the Town Clerk on a form prescribed by the Clerk.

91-2.N. *Inspection process.* Before the Town Clerk can issue the kennel license, the Dog Control Officer must inspect the proposed kennel, file a report on the inspection, and favorably recommend that the kennel meets all the following requirements:

(1) The location of the kennel is appropriate for housing multiple dogs.

(2) The location of the kennel on the property will have no significant adverse effect on the peace and quiet or sanitary conditions of the neighborhood.

(3) The area provided for housing, feeding, and exercising dogs is no closer than 20 feet to any lot line.

(4) The area provided for housing, feeding, and exercising dogs is no closer than 50 feet to any existing dwelling on an abutting lot.

(5) The kennel will be operating in a safe, sanitary, and humane condition.

(6) Records of the numbers and identities of the dogs are properly kept.

(7) The operation of the kennel will be consistent with the health and safety of the dogs and of the neighbors.

91-2.O. *Periodic inspections.* Before a kennel license is renewed, and at any time the Board of Selectmen or the Dog Control Officer believe it necessary, the DCO may inspect any kennel. If the DCO determines that it is not being maintained in a safe, sanitary, and humane condition, or if the kennel records on the numbers and identities of the dogs are not properly kept, the DCO will report the violations to the Dog Control Appeals Board for a hearing on whether to recommend to the Board of Selectmen that the Board of Selectmen impose fines or revoke the kennel license.

91-2.P. *Petitions to revoke kennel licenses.* Any group of 25 residents over the age of 18 may file a revocation petition with the Town Clerk, who will forward it promptly to the Dog Control Appeals Board, when they are aggrieved or annoyed to an unreasonable extent by an existing kennel, due to conditions including (but not limited to) excessive barking or unsanitary conditions at the kennel.

91-2.Q. *Kennel review hearings.* Within 7 business days after receiving the DCO's report from the DCO or the residents' petition, the Dog Control Appeals Board will notify

all interested parties of a public hearing to be held within 14 days after the notice date.

(1) Within 7 business days after the public hearing, the Dog Control Appeals Board shall recommend to the Board of Selectmen that it either dismiss the petition, revoke the kennel license, suspend the kennel license, or otherwise regulate the kennel.

(2) Any person maintaining a kennel after the kennel license has been denied, revoked, or suspended will be subject to the penalties in Section 91-7 of this By-Law.

91-2.R. *Annual renewal.* Each kennel licensee must renew the license annually, at the Town Clerk's Office. The annual licensing period runs from January 1st to December 31st.

91-2.S. *License due date.* Kennel license renewal forms will be sent to each licensed kennel, no later than December 1st each year. Kennel licensees must return forms and fees to the Town Clerk by January 15th (or the first business day thereafter, if the 15th falls on Saturday, Sunday, or legal holiday). Failure to pay on time will result in a late fee, due in addition to the license fee. The overdue license fee and the late fee may be added to the licensee's tax bill or may be recovered through the imposition of a municipal charges lien on any property standing in the name of the kennel licensee, pursuant to Massachusetts General Laws Chapter 40, Section 58.

91-2.T. *Fees.* The fees for licensing each kennel are:

Annual kennel license fee for four dogs:	$50.00
Annual kennel license fee for 5-10 dogs:	$75.00
Annual kennel license fee for 11 or more dogs:	$100.00
Fee to replace lost dog tag:	$2.00
Late fee:	$25.00

91-2.U. *Incorporation.* The following provisions of Massachusetts General Laws Chapter 140 are expressly incorporated herein: Section 137B—*Sale or other delivery of unlicensed dog by kennel licensee;* Section 137D—*Licensee convicted of violation of statutes relating to offenses against animals;* and Section 138A—*Importation of dogs and cats for commercial resale, etc.*

Section 91-3. DOG CONTROL OFFICER

91-3.A. *Appointment.* The Board of Selectmen shall annually appoint a dog control officer (DCO) under the provisions of Massachusetts General Laws Chapter 140, Sections 151 and 151A to carry out the provisions of this By-Law and to perform such other duties and responsibilities as the Board may determine. The Selectmen shall determine hours and conditions of work for the DCO. Compensation for persons appointed under this By-Law shall be consistent with other By-Laws dealing with salaries for appointed officials. No DCO shall be a licensed or unlicensed animal dealer, registered or unregistered with the United States Department of Agriculture. No DCO, either privately or in the course of carrying out official assignments as an agent for the Town, shall give, sell, or turn over any animal, whether alive or dead,

which comes into the DCO's custody, to any business or institution operating as a research facility or animal dealer, whether it is licensed or unlicensed, registered or unregistered. Whoever violates the provision of this subsection shall be subject to prosecution as provided in Massachusetts General Laws Chapter 140, Section 151.

91-3.B. *Location and coverage.* The DCO shall be housed within the Public Safety Building and shall wear an appropriate uniform while performing official duties. The DCO shall make suitable arrangements for adequate coverage of his or her assigned duties whenever the DCO is temporarily unavailable. This coverage may take the form of a Wayland police officer temporarily filling in; an answering machine for receiving messages; a pager or cellular telephone; an agreement for cross-coverage with dog control officers from adjoining towns, or a combination of any of the arrangements above.

91-3.C. *Duties.* The DCO's duties shall include the following:

(1) *By-Law enforcement.* The DCO shall enforce the provisions of this By-Law, using the following enforcement actions: issuing findings; assessing fines; making written warnings; performing inspections; confining; issuing orders of temporary restraint; restraining; muzzling; appearing before the Dog Control Appeals Board; making recommendations to the Board of Selectmen concerning vicious dogs, orders of permanent restraint, banishment, or destruction; and other powers that the Board of Selectmen may set from time to time to accomplish the By-Law's purposes.

(2) *Explanation of By-Law violations.* Whenever the DCO issues a finding, assesses a fine, makes a written warning, issues an order of temporary restraint, or confines, restrains, or muzzles a dog, the DCO shall meet with the dog's keeper, provide a copy of this By-Law (Chapter 91, Article 1), explain the violation, and suggest corrective behaviors.

(3) *Unlicensed dogs.* The DCO shall notify all owners of dogs within the Town of Wayland that have not been licensed by the license due date and shall seek out, catch, and confine any dogs within the Town that remain unlicensed after a reasonable grace period.

(4) *Dogs running at large.* The DCO shall seek out, catch, and confine any dog within the Town found running at large on public property, or on private property where the property owner or person in control of the property wants the dog removed.

(5) *Temporary restraint orders.* The DCO shall issue an order of temporary restraint to the keeper of any dog that is a nuisance or that is awaiting a decision under Section 91-6 as to whether it is vicious. An order of temporary restraint is an order that the dog must be confined to its keeper's property when not on a 6-foot or shorter leash; muzzling will be at the DCO's discretion. It shall be in force for no more than 30 days unless the DCO renews it in writing for subsequent 30-day periods. The DCO shall rescind or stop renewing the order when, in the DCO's judgment, restraint is no longer required. The dog's keeper can petition the Dog Control Appeals Board under Section 91-4.B to rescind the order of temporary restraint.

(a) *Nuisance dog.* A dog is a nuisance if it repeatedly violates any subsection of Section 91-5, particularly if it continues to chase motor vehicles, pedal vehicles, or animals carrying or drawing a person, or continues to damage property after its keeper has been fined for the dog running at large.

(b) *Awaiting a decision on a vicious dog hearing.* The DCO must order a dog restrained and (when off the keeper's property) muzzled pending the outcome of a vicious dog hearing under Section 91-6.

(6) *Confinement.* The DCO shall make arrangements for the temporary housing of any dog who is to be confined under the provisions of this By-Law. The housing may be at local veterinary clinics, or at dog kennels within the Town or neighboring towns, or within dog crates located in a suitable location in the Public Safety Building.

(7) *Complaint resolution.* The DCO shall investigate all complaints arising within the Town pertaining to violations of this By-Law and try to mediate disputes between Town residents pertaining to the behavior of a dog maintained or located within the Town. If the mediation fails, the DCO will decide on a solution and inform the dog owner and any resident that brought a complaint or problem to the DCO's attention. Any party aggrieved by or disagreeing with the DCO's decision may appeal that decision to the Dog Control Appeals Board; the DCO must attend the meetings of that board or of any subsequent appeals hearings held by the Board of Selectmen on the matter.

(8) *Emergency licensing.* In emergency situations, the DCO can issue a license when the Office of the Town Clerk is closed. Any fees and fines collected under such circumstances shall be turned over to the Town Clerk at the earliest opportunity.

(9) *Recordkeeping.* The DCO shall keep accurate, detailed records of the confinement and disposition of all dogs held in custody and of all bite cases reported, and the results of investigations of the same. The DCO shall maintain a telephone log of all calls regarding dogs and submit a monthly report summarizing the log to the Board of Selectmen.

Section 91-4. DOG CONTROL APPEALS BOARD

91-4.A. *Composition of the Appeals Board.* The Dog Control Appeals Board is comprised of three Wayland residents, none of whom can be employees of the Town, appointed to three-year overlapping terms by the Board of Selectmen. The Appeals Board will annually select a member to serve as the chair. The Board of Selectmen will also appoint an associate member, who cannot be an employee of the Town, to a three-year term. The associate member shall attend Appeals Board hearings but may vote only when a regular member is unavailable due to absence or conflicts of interest. Two of the four members must be dog owners.

91-4.B. *Right to appeal.* When the Dog Control Officer has investigated a complaint regarding a dog's behavior and has issued a finding or an order of temporary restraint with which either the dog's keeper or the complainant disagrees, then either party may appeal by sending a written request to the Town Clerk within 10 business days after

issuance of the DCO's decision. Following the Clerk's receipt of a written appeal, the Appeals Board shall hold a public hearing on the appeal within 10 business days, at which the dog owner, the complainant, and the DCO must appear.

91-4.C. *Findings and further appeals.* The Appeals Board shall vote at the public hearing on whether to uphold, reverse, or modify the DCO's decision and shall mail its ruling to the dog owner, complainant, and DCO within three business days after the public hearing. Should the dog owner or complainant disagree with the Appeals Board's ruling, then either party may appeal to the Board of Selectmen, within 10 business days. The Board of Selectmen shall issue its ruling within 30 days thereafter.

91-4.D. *Hearings on kennel petitions or vicious dogs.* The Appeals Board shall hold public hearings and make recommendations to the Board of Selectmen on any petition filed under Section 91-2.P and any vicious dog declaration under Section 91-6.B.

Section 91-5. CONDUCT OF DOGS

91-5.A. *Endangering safety.* No dog keeper shall allow the dog to bite, menace, or threaten, all without provocation, so as to endanger the safety of any person. This section is not meant to preclude a dog from acting as a watchdog on its keeper's property.

91-5.B. *Disturbing the peace.* No dog keeper shall allow the dog to disturb the peace of any neighborhood by making excessive noise without provocation. Noise is excessive if it is uninterrupted barking, yelping, whining, or howling for a period of time exceeding 15 minutes. This section is not meant to preclude a dog from acting as a watchdog on its keeper's property.

91-5.C. *Damaging property.* No dog keeper shall allow the dog to damage public or private property or realty.

91-5.D. *Running at large.* When not on the private property of its keeper, or on private property with the express permission of that property's owner, a dog must be on a leash or under effective voice control. To be under effective voice control, the dog must be within the keeper's sight and the keeper must be carrying a leash.

(1) *Voice control (in place of leash control) allowed.* Unless the spaces are listed in any subsection below, a dog may be under effective voice control while on Town-owned open spaces.

(2) *Public gatherings and municipal buildings—leash control only.* A dog may be in any municipal building and at any public gathering not otherwise specified in this By-Law only if it is on a 6-foot or shorter leash.

(3) *Cemeteries—dogs not allowed except under specified circumstances.* Dogs are not allowed in any Town-owned cemetery, except that a dog may attend the funeral of a member of its keeper's family and may accompany family members to visit the grave site of a deceased family member. Under these circumstances, the dog must be kept on a 6-foot or shorter leash. The dog may not urinate or defecate on grave sites or gravestones.

(4) *Numbered highways—leash control only.* A dog must be on a 6-foot or shorter leash when it is on the pavement or within 20 feet of the edge of any numbered highway in Wayland.

(5) *School grounds—dogs not allowed during school/leash control only at other times.* Unless the school principal gives permission in advance, no dog may be on school grounds from 30 minutes before classes begin until 30 minutes after classes end. At all other times, the dog may be on school grounds only if it is on a 6-foot or shorter leash. A dog is not violating this prohibition if it remains within a vehicle.

(6) *Town beaches—dogs not allowed.* A dog may not be on any beach during the posted swimming season.

(7) *Exception for assistance dogs.* Section 91.5-D does *not* apply to any properly trained assistance dog while performing its duties.

91-5.E. *Chasing.* No dog keeper shall allow the dog to chase a person, motor-powered vehicle, human-powered vehicle, or animal drawing or carrying a person.

91-5.F. *Dog litter.* Every dog keeper is responsible for expeditiously removing any dog feces the dog deposits anywhere except on its keeper's private property, on other private property with the property owner's permission, or on undeveloped land. The keeper must remove the feces from any trail on undeveloped land and from anywhere on posted undeveloped land. This provision does not apply to any assistance dog while it is performing its duties.

Section 91-6. VICIOUS DOGS

91-6.A. *Declaring a dog vicious.* Any dog that, without provocation, bites a human being or kills or maims a domestic animal may be declared vicious by the Board of Selectmen. An exception may be made for a puppy that draws blood or for a dog that attacks or bites an unaccompanied domestic animal on the dog keeper's property.

91-6.B. *Procedure for declaring a vicious dog.* Upon the written complaint of the DCO, any other public safety agent, or any individual, the Dog Control Appeals Board must hold a public hearing, after which it must recommend to the Board of Selectmen whether the Board of Selectmen should declare a dog vicious and, if so declared, what remedy is appropriate. The Board of Selectmen may take additional testimony from the dog's keeper, the DCO, and any other interested parties at a further public hearing.

91-6.C. *Exceptions.* A dog shall not be declared vicious if the Board of Selectmen determines any of the following:

(1) The person's skin was not broken.

(2) The person who was bitten was willfully trespassing, committing a crime, or attempting to commit a crime on the premises occupied by the dog's keeper.

(3) The dog was being teased, tormented, abused, or assaulted by the injured person or animal prior to attacking or biting.

(4) The dog was protecting or defending a human being in its immediate vicinity from attack or assault.

91-6.D. *Remedies.* Upon its finding that the dog is vicious, the Board must order one of the following remedies: permanent restraint; banishment; or destruction in accordance with MSPCA guidelines.

(1) *Permanent restraint order* is an order that the dog must at all times while on its keeper's property be kept within the keeper's house or an enclosure determined by the DCO to be adequate; whenever the dog leaves its keeper's property, it must be muzzled and restrained on a lead no longer than 6 feet or confined in an escape-proof enclosure.

(2) *Banishment* is an order that a vicious dog may no longer reside or visit in the Town of Wayland. (A vicious dog that is confined to a vehicle while passing through Wayland is not "visiting" and therefore is not in violation of the order of banishment.)

(3) *Destruction* is an order that the dog be destroyed in accordance with Massachusetts General Laws Chapter 140 and Massachusetts Society for the Prevention of Cruelty of Animals guidelines.

Section 91-7. PENALTIES

91-7.A. *Fines.* Any dog keeper who maintains a kennel after the kennel license has been denied, revoked, or suspended, or who fails to obtain a kennel license; and any dog keeper who fails to comply with Section 91-5 *CONDUCT OF DOGS* shall be subject to the following penalties:

First violation of a subsection:	Written warning
Second violation of the same subsection:	$20.00
Third violation of the same subsection:	$50.00
Fourth and all subsequent violations of the same subsection:	$100.00

91-7.B. *Reimbursement of costs.* If the Dog Control Officer confines a dog, the dog's keeper must reimburse the Town of Wayland for any expenses incurred in boarding that dog. If the dog has not been licensed, the keeper must obtain a license and pay any applicable late fee before the dog can be released.

91-7.C. *Penalties for violating restraint orders.*

Each violation of an order of temporary restraint:	$100.00
First violation of an order of permanent restraint:	$500.00
Second violation of an order of permanent restraint:	banishment

Section 91-8. MISCELLANY

91-8.A. *Use of monies.* All funds collected under this By-Law shall be turned over to the Town Treasurer and deposited in the Town's General Fund. The Dog Fund created under the previous Dog Control By-Law, Section 91-8.6, is hereby abolished and the funds therein shall be deposited in the Town's General Fund.

91-8.B. *Noncriminal disposition of violations.* The DCO may, as an alternative to initiating criminal proceedings, initiate and pursue proceedings for the noncriminal disposition of any violation of this By-Law, in accordance with the provisions of Massachusetts General Laws Chapter 40, Section 21D, to the extent of the specific penalty provided therefor.

91-8.C. *Incorporation of state law.* The provisions of Massachusetts General Laws Chapter 140, Sections 136A through 156 and 158 through 174D, inclusive, as may be amended from time to time and except as modified herein, are hereby incorporated into this By-Law.

91-8.D. *Severability.* The invalidity of one or more sections, subsections, paragraphs, sentences, clauses, or provisions of this By-Law shall not invalidate or impair any other part of this By-Law nor invalidate the By-Law as a whole.

FINANCE COMMITTEE COMMENTS: The current Dog Control By-Law is poorly worded and not organized logically. The Dog Control By-Law Study Committee has rewritten the dog By-Law in an attempt to make the Dog Control By-Law more organized and comprehensible. The major elements of the new By-Law include:

- Licensing fees have been raised. The new By-Law has a $10 licensing fee for spayed and neutered dogs and $20 for unaltered dogs. The current By-Law has a $10 license fee for every dog. The licensing period is changed to coincide with the annual census forms, so the Town Clerk can mail them together.
- Fines have been increased. Violations run by behavior rather than calendar year.
- The new By-Law details the Dog Control Officer's qualifications, working conditions and duties. It gives the Dog Control Officer the responsibility to educate, mediate and other alternatives. It moves the Dog Control Officer into the Public Safety Building to enhance coverage on nights and weekends.
- The new By-Law expands the Hearing Officer function (currently this position is unfilled). A new three person (and one alternate member) board will be created to mediate, resolve, overrule, investigate, and recommend action. The Appeals Board gives aggrieved citizens a forum less expensive and more effective than suing the Town.
- The new By-Law eliminates the separate Dog fund and directs moneys raised from licenses and fees into the Town's General Fund.
- The new By-Law clarifies conduct that violates the law. For example, the new By-Law clarifies where an owner is required to clean up dog feces; it clarifies excessive barking; and it clarifies the leash and voice control clauses.
- The new By-Law creates a procedure for a declaring a dog vicious when the dog bites or kills. The new By-Law allows the Selectmen to make exceptions for "normal" dog behavior (puppy nips, dogs defending masters, dogs being attacked).

ARGUMENTS IN FAVOR: The current Dog Control By-Law is poorly worded, illogical, and difficult to enforce. The new proposed Dog Control By-Law is organized logically — like requirements and like concepts are grouped together. The definitions appear at the

beginning, so the concepts can be applied throughout the proposed By-Law. The proposed dog By-Law also has several elements to increase its enforcement effectiveness. For example, the fines are harsher, the Dog Control Officer has more authority, and a Dog Appeal Board is created to mediate dog issues.

ARGUMENTS OPPOSED: The proposed Dog Control By-Law requires dogs to be leashed in cemeteries. This rule is in direct conflict with the Park and Recreation policy of no dogs allowed in cemeteries. The proposed Dog Control By-Law defines excessive barking as barking that is continuous and lasts more than 15 minutes. Excessive barking may be hard to monitor. According to the Dog Officer, there is currently no issue with unaltered dogs and the one license fee for all dogs is easier to implement and monitor. Also, the current mediation system works effectively. Adding a Dog Appeals Board will only add an additional unnecessary layer to the mediation process. The new Public Safety Building has no extra space for the Dog Officer. The current Dog Fund should be reduced to cover necessary dog programs and not totally eliminated.

RECOMMENDATION: The Finance Committee abstained from making a recommendation by the following vote: 0-favor, 0-against, 7-abstain.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 21.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing proposed By-Law amendment is consistent with Massachusetts and Federal law, except for the provision of Section 91-7.C which provides for a penalty of $500.00 for a violation of an order of permanent restraint. Fines for violations of provisions of town By-Laws may or may not exceed $300.00. See Massachusetts General Laws Chapter 40, Section 21.

ARTICLE 25: AMEND ZONING BY-LAWS RE: HOME OCCUPATION

Proposed by: Planning Board

To determine whether the Town will vote to amend Chapter 198, Zoning, of the Code of the Town of Wayland by making the deletions (indicated in ~~strikethrough lettering~~) and insertions (indicated in underlined lettering) set forth below:

ARTICLE 1
GENERAL PROVISIONS

1) §198-104. Definitions

104.2 HOME OCCUPATION – Any activity customarily carried out for gain by a resident, conducted as an accessory use in the resident's dwelling unit or an accessory structure. Said occupation to include but are not necessarily limited to the following, sale of antiques; dressmaking, sewing and tailoring; letting of

rooms; telephone solicitation work; tutoring; home crafts; studio for artist or craftsman; office for doctor, dentist, attorney, real estate agent, insurance agent, accountant, stock broker, engineer, architect, landscape architect, musician, writer, data programming, sales representative; and trades person, such as electrician, plumber, and carpenter. Where customary home occupations are permitted by the Table of Accessory Uses §198-804, no dwelling or accessory structure so used shall be reconstructed or enlarged for such purposes unless specifically permitted under the provisions of §198-203.;

ARTICLE 8

Dimension and Use Tables

2) **§198-805. Classification of accessory uses.**

805.1.1. ~~Customary~~ Home Occupation: See §198-104 of this Zoning By-Law. ~~A customary home occupation, such as dressmaking, millinery, the letting of rooms or sale of antiques, conducted by a resident owner, provided that there is no display or advertising visible from the outside, except for an announcement card or sign of not more than two square feet in area; no dwelling so used shall be reconstructed or enlarged unless specifically permitted by a special permit under the provisions of §198-203.~~

~~In home office: See §198-901.1.2 of this Zoning By-Law.~~

Trade shop: See Table of Permitted Principal Uses by Districts[8] for definition; a trade shop may be located in an accessory building on residential premises on the condition that no manufacturing or business requiring continuous employment shall be carried on therein.;

ARTICLE 9

Single Residence District

3) **§198-901. Permitted uses**

~~901.1.1. Where customary home occupations are permitted by the Table of Accessory Uses §198-804, no dwelling so used shall be reconstructed or enlarged for such purposes unless specifically permitted under the provisions of §198-203.~~ [Amended 5-4-1994 ATM by Art. 23; 5-5-1999 STM by Art. 9]

~~901.1.2.~~ 901.1.1. [Amended 5-4-1994 ATM by Art. 23] ~~An in-home office~~ A home occupation of a resident owner, or a resident tenant with the owner's permission, shall be permitted as a matter of right in those zoning districts

specifically referenced in the Table of Accessory Uses §198-804, provided that all of the following conditions are met:

~~901.1.2.1.~~ 901.1.1.1. The ~~office~~ home occupation occupies not more than one room;

~~901.1.2.2.~~ 901.1.1.2. There are no employees;

~~901.1.2.3.~~ 901.1.1.3. No business is ~~physically~~ conducted on the premises with any client or customer physically present;

~~901.1.2.4.~~ 901.1.1.4. There are no signs or other external evidence of the office; and

~~901.1.2.5.~~ 901.1.1.5. ~~There is no production of offensive noise, vibration, smoke, dust or other particulate matter, heat, humidity, glare or other objectionable effects.~~ No hazard or nuisance, including offensive noise, vibrations, smoke, dust or other particulate matter, odors, heat, glare, humidity, and noxious fumes, shall be created to any greater or more frequent extent than would normally be expected in the neighborhood under normal circumstances wherein no home occupation exists.

901.1.2. A home occupation of a resident owner, or a resident tenant with the owner's permission, may be permitted by issuance of a Special Permit from the Zoning Board of Appeals in those zoning districts specifically referenced in the Table of Accessory Uses §198-804, provided that all of the following conditions are met:

901.1.2.1. The use of the dwelling unit, or where permitted, an accessory structure, by the resident for business is incidental and subordinate to its use for residential purposes and occupies no more than twenty-five (25) percent of the gross floor area or 500 square feet, whichever is less, within the dwelling unit on the premises;

901.1.2.2. No more than one (1) nonresident employee shall be permitted on site;

901.1.2.3. There is no change in the outside appearance of the building or premises or any visible or audible evidence detectable from the property line of the conduct of such business except that one (1) sign not larger than two (2) square feet in area bearing only the name of the practitioner and occupation shall be permitted (words only). The sign shall be flush-mounted to the dwelling unit and shall not be illuminated.

901.1.2.4. Traffic, including traffic by commercial delivery vehicles, shall not be generated in greater volumes than would normally be anticipated in a residential neighborhood;

901.1.2.5. No hazard or nuisance, including offensive noise, smoke, dust, odors, heat, glare, noxious fumes or vibrations, shall be created to any greater or more frequent extent than would normally be expected in the neighborhood under normal circumstances wherein no home occupation exists;

901.1.2.6. There shall be no display of goods or outside storage;

901.1.2.7. Parking for the home occupation shall be met on-site.; and

4) Amend Table of Permitted Accessory Uses by District by making the following deletions and additions.

a) Delete Accessory Uses category title "Customary home occupation" in row 62 and replace with "Home occupation (§198-901.1.2)".;

b) Delete Accessory Uses category title "In-home office" in row 66 and replace with "Home occupation (§198-901.1.1)".; and

c) Delete in their entirety rows 70 and 75 for Accessory Uses categories "Office" and "Trade Shop".

FINANCE COMMITTEE COMMENTS: This Article was withdrawn from the 2000 Annual Town Meeting solely because of formatting errors in the version published in the Warrant. The Article combines three categories of home-based business uses (Customary Home Occupation, In-Home Office, and Trade Shop) into one use, Home Occupation. There has been significant confusion among the three categories, and the Building Inspector asked the Planning Board to consolidate the three for simplicity.

ARGUMENTS IN FAVOR: The Article adds clarity and solves the problem of overlap among the various definitions and provisions that deal with home occupations. The changes provide uniform criteria for uses that require a special permit and those that are allowed by right.

ARGUMENTS OPPOSED: Residents have expressed concern that the Article does not correct several problems with the existing By-Law: it does not limit the number of home occupations that would be permitted if joint homeowners operated separate businesses, it might allow the parking of numerous large business vehicles at a residential property and it contains some overly vague language, such as the word "customary" and the amount of traffic that "would normally be anticipated in a residential neighborhood."

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing Zoning By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 26: ZONING AMENDMENTS: CLARIFICATION OF RESIDENTIAL AND MULTIFAMILY-USES

Proposed by: Planning Board

To determine whether the Town will vote to amend Chapter 198 (Zoning) of the Code of the Town of Wayland by making the following deletions (indicated in ~~strikethrough lettering~~) and insertions (indicated in underlined lettering) and amendments:

ARTICLE 6
Site Plan Approval

1) 601.2.1. Site Plan approval (SPA) shall not be required for any proposal for single ~~or two-~~ family residential ~~or owner-occupied multifamily~~ structure or structures or uses accessory thereto;

ARTICLE 8
DIMENSION AND USE TABLES

2) **§198-803. Classification of Principal Uses.**

803.6. Residential uses
~~Accessory dwelling unit: See the Table of Permitted Accessory Uses by Districts.~~
Multi-family dwelling: ~~See "accessory dwelling unit" and "residence in accessory dwelling" in the Table of Permitted Accessory Uses by Districts~~. A building containing more than one dwelling unit. Accessory dwelling units and residences in accessory dwelling shall not be considered multifamily.;

3) **Amend Table of Permitted Principal Uses by Districts by making the following deletions and insertions to Row 57 entitled Multifamily dwelling.**

- Delete "Table of Accessory Uses" and "NR" from columns Residential District, Roadside Business, and Site Plan columns respectfully.
- Insert "No", "No", and "NA" to Residential District, Roadside Business, and Site Plan columns respectively.; and

4) **Amend Table of Permitted Accessory Uses by Districts by making the following deletions and insertions to Row 71.**

- Delete "R" from column "Site Plan Approval" and insert "NR".

FINANCE COMMITTEE COMMENTS: This Article brings the existing By-Law about residential and multifamily housing into agreement with the Zoning Tables by clarifying the definition of multifamily housing and revising the language about accessory dwellings. The present By-Law does not agree with the tables.

ARGUMENTS IN FAVOR: The Article brings the use table into line with the site plan By-Law and clarifies the definition of multifamily uses.

ARGUMENTS OPPOSED: The Finance Committee is aware of none.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing Zoning By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 27: AMEND ZONING BY-LAWS RE: ELDERLY AND LOW INCOME HOUSING

Proposed by: Planning Board

To determine whether the Town will vote to amend Chapter 198 (Zoning) of the Code of the Town of Wayland and the Table of Permitted Principal Uses by District setforth therein by making the following deletions (indicated in ~~strikethrough lettering~~) and insertions (indicated in underlined lettering):

ARTICLE 9
Single Residence District

1) Housing for elderly persons of low income, including adequate parking areas therefore, as such housing is defined by Massachusetts General Laws c. 12B, §§ 1, 38, 39 and 40, constructed by the Wayland Housing Authority as permitted in the Table of Principal Uses by District, §198-802, however, use of land for such housing for projects involving Town funds and/or property is subject to Town Meeting approval. **[Amended 5-5-1999 STM by Art.9]**;

2) 901.1.5.3. Subsidized multi-unit housing for persons of low income, including parking areas therefore, as such housing is defined by Massachusetts General Laws c. 12B, constructed by the Wayland Housing Authority as permitted in the Table of Principal Uses by District, §198-802, however, use of land for such housing for projects involving Town funds and/or property is subject to Town Meeting approval. **[Amended 6-2-1981 STM by Art. 6; 5-5-1999 STM by Art.9]**; and

3)

Use	Single Residence	Roadside Business	Business A	Business B	Light Manufacturing	Limited Commercial	Site Plan Approval
28. Low-income elderly housing	~~TM~~ SP See Section 901.1.5.2	~~TM~~ SP See Section 901.1.5.2	NO	NO	NO	NO	R
29. Multifamily unit: low-income	~~TM~~ SP See Section 901.1.5.3	~~TM~~ SP See Section 901.1.5.3	NO	NO	NO	NO	R

Key to symbols:
TM = Town Meeting
SP = Special Permit
NO = Not allowed
R = Required

FINANCE COMMITTEE COMMENTS: The current Zoning By-laws require Town Meeting approval before elderly or low-income housing can be constructed. This Article would permit such construction with only a Special Permit. Town Meeting approval would still be required for projects to be built on Town-owned land or with Town funds.

ARGUMENTS IN FAVOR: The Article would facilitate the creation of multi-unit housing projects without a lengthy wait for Town Meeting approval. In instances where neither Town land nor Town money is involved, the Special Permit process provides adequate review and allows for public input, and this Article would put the Housing Authority on equal footing with private developers. Passage of this article might encourage the Housing Authority to use the Town's Zoning Laws rather than the Comprehensive Permit process.

ARGUMENTS OPPOSED: The Article would allow creation of multi-unit housing projects with less opportunity than now exists for the citizens of the Town to participate in the decision-making process. This section of the Zoning By-Laws is never used because the Housing Authority builds all its projects with Comprehensive Permits, which do not require compliance with the Zoning By-Laws.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing Zoning By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 28: AMEND ZONING BY-LAWS RE: ARTICLE 11 BUSINESS DISTRICTS

Proposed by: Petitioners

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 198, Zoning, Article 11, Business Districts, by making the deletions (indicated in ~~strikethrough lettering~~) and insertions (indicated in underlined lettering) indicated in the following sections:

§198-1108.1. In both Business Districts A and B, no building or accessory structure shall be constructed which contains a drive-through window, vestibule, portico or similar such design, the purpose of which is to engage in commercial activity with customers who transact business while in a motor vehicle.

§198-1108.2. In both Business Districts A and B, no accessory, ancillary or additional structure and no addition to or modification of an existing structure shall be constructed which will increase by more than twenty (20) percent the total gross square footage of the footprint of any structure(s) then occupying the site.

§198-1108.3. In both Business Districts A and B, the mechanical washing of automobiles and construction of buildings, service bays, and similar structures for the purpose of washing automobiles or boats is prohibited.

§198-1108.4. In both Business Districts A and B, the use of neon signs and signs that are internally lighted is prohibited. All lighting not required for security or safety is to be extinguished within one hour after closing and shall be lit no earlier than one hour before opening.

§198-1102.1 2. ~~Automobile sales.~~ Automobile service and repair garages.

§198-1102.1.2.1 ~~Automobile sales,~~ Automobile service and repair garages ~~and automobile service and repair garages,~~ shall be permitted as described in the Table of Principal Uses by District, § 198-802, and subject to the following:

PETITIONERS' COMMENTS: The singular goal of these amendments is to assist town government in managing the future growth and development of commercial establishments. Wayland's greatest asset is its quality semi-rural residential neighborhoods and villages, such as Cochituate Village. When we vote to approve these modest changes, we protect our neighborhoods from aggressive development. Moreover, our greatest single investment - our homes - is protected from the loss of value from encroaching commercial properties. These changes will not negatively impact the quality of life for residents, nor will the availability of services be impacted. We will continue to enjoy the benefits of our local businesses while providing for measured growth. Additionally, the passage of these modest additions will assist in keeping traffic free-flowing.

FINANCE COMMITTEE COMMENTS: This petitioner Article, which may be presented as a series of motions, would change the Zoning By-laws regarding new and expanded uses in Business Districts A and B. The regulations would not affect existing businesses unless they sought permission to expand. The proposed law requires a traffic study covering a 1500-foot radius around a proposed development; it limits the hours of operation, hours when lighting may be used, and hours of shipping and receiving; it prohibits carwashes, drive-throughs, and outdoor vending machines; and it specifies minimum heights for fences and hedges separating businesses from residential properties.

ARGUMENTS IN FAVOR: Neighbors of business districts complain of excessive noise caused by late-night operation of businesses, as well as by bright lights and late-night deliveries. Traffic from proposed development should be studied over a wider area than is used in most traffic studies, to determine the effect on nearby neighborhoods.

ARGUMENTS OPPOSED: It has been suggested that residents who abut business districts should expect noise, light, and traffic. The proposed operating hours may be too restrictive for some retail establishments. Fifteen hundred feet is a large radius for a traffic study. While many of the proposed changes are desirable, they should be developed with the cooperation of the Planning Board to ensure compatibility with the Zoning By-Laws.

RECOMMENDATION: The Finance Committee does not recommend approval. Vote: 0-7.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the provision of the foregoing proposed zoning by-law amendment which seeks to limit the hours of operation of all retail establishments is inconsistent with the Equal Protection Clause of the United States Constitution in that such a limitation differentiates between existing (i.e. grandfathered) retail establishments and new retail establishments without a rational basis for doing so. Further, it is the opinion of Town Counsel that the provision of the foregoing proposed zoning by-law amendment which seeks to limit the hours of shipping and receiving material and the collection of refuse is likewise inconsistent with the Equal Protection Clause of the United States Constitution for the same reason and is inconsistent with Massachusetts law in that it seeks to regulate the use of public ways which may not be regulated by zoning by-laws. Otherwise, the foregoing proposed zoning by-law amendment is consistent with Massachusetts and federal law. in the opinion of Town Counsel.

ARTICLE 29: CONSTRUCTION OF A HANDICAPPED-ACCESSIBLE CANOE LAUNCH – GREENWAYS

Proposed by: Conservation Commission *Estimated Cost: Up to $55,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Conservation Commission for a handicapped-accessible canoe landing on the Sudbury River at Greenways Conservation Area; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by grants from the Commonwealth or the federal government, by borrowing or otherwise.

FINANCE COMMITTEE COMMENTS: This article will provide funds for the construction of a handicapped disembarkation facility on the Sudbury River at Greenways, the former Paine Estate. There will be no automobile access to this location, but canoes already on the river can discharge handicapped persons so that they may gain access to the trail along the river and to an observation platform now in the planning stages by Sudbury Valley Trustees.

ARGUMENTS IN FAVOR: This canoe launch will provide a rare handicapped-accessible route to trails and overlooks along a beautiful stretch of the Sudbury River. Also, such a launch was a requirement of the Self-Help Award from the Division of Conservation Services that provided $500,000 toward purchase of the Paine Estate by the Town several years ago.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7. (See Map at Appendix G)

ARTICLE 30: CONFIRMATORY EMINENT DOMAIN TAKING OF FORMER DOW CHEMICAL COMPANY LAND ON ROUTE 30 IN NATICK, MA

Proposed by: Board of Selectmen *Estimated Cost: $1.00*

To determine whether the Town will vote to:

a) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by eminent domain, for conservation and recreation purposes, the fee or any lesser interest in all or any part of the parcel of land located on Commonwealth Road (Route 30) in Natick, Massachusetts, containing approximately 3.71 acres of land, shown as Lot D on

a plan entitled "Plan of Land in Wayland and Natick, Mass.," dated October 10, 1962, prepared by Everett M. Brooks Co. and recorded with the Middlesex South Registry of Deeds in Book 10146, Page 486;

b) appropriate a sum of money for the acquisition of and/or to compensate the owner(s) of said parcel of land; and

c) to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by grants received from the Commonwealth or Federal Government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: In a prior Special Town Meeting, the Town accepted as a gift approximately 3.71 acres of land in Natick, MA for conservation and recreation purposes. This parcel of land is part of the former Dow Chemical Company property. The Town has accepted the gift of land but has never officially taken title. This taking is considered a "friendly" taking.

ARGUMENTS IN FAVOR: The taking of land by the Town will allow the completion of the Dow Chemical Company land acquisition. There will be effectively no cost to the Town.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws, Chapter 40, Section 14. (See Map at Appendix H)

ARTICLE 31: MASTER PLAN STUDY FOR FORMER DOW PROPERTY

Proposed by: and Park and Conservation Commission Recreation Estimated Cost: $20,000

To determine whether the Town will vote to appropriate a sum of money to be expended by the Park and Recreation Commission and Conservation Commission to develop a master plan for the former Dow Chemical Company Property off Commonwealth Road; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by grants received from the Commonwealth or Federal Government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: The Town voted to acquire the former Dow property for conservation and recreation uses in 1998. The Dow Chemical Company expended significant funds beyond the required environmental cleanup costs to restore the property as much as possible to its pre-laboratory state. The Master Plan Study (the Plan) will provide a written recommendation to the Town for the reuse of the site after receiving public

comment. The Plan will address security, safety, parking, and traffic circulation. The Plan will provide alternative design considerations for passive and active recreation uses. These may include the installation of a new youth athletic field and the maintenance and/or addition of new trails. The Plan will also address the long-term maintenance of the ponds and wetland resources on the site.

ARGUMENTS IN FAVOR: The Plan would gather input from the public, consider alternative active and passive recreational uses, and provide a rough estimate of both the design and cost to develop any proposed uses.

ARGUMENTS OPPOSED: The cost might be considered excessive.

RECOMMENDATION: The Finance Committee supports the Planning Board's article to do a Master Plan Study. The Master Plan will address growth issues including municipal needs for park and recreation, town buildings, etc. The Finance Committee advocates deferring passage of the Park and Recreation Study until the Planning Board has completed the Master Plan for the Town. Vote: 1-3.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 32: HEARD POND REMEDIATION: PROPOSED REMOVAL OF INVASIVE AQUATIC WEEDS

Proposed by: Surface Water Quality Committee *Estimated Cost: $74,500*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Surface Water Quality Committee for removal of water chestnut (*Trapa natans*), Eurasian milfoil (*Myriophyllum spicatum*), and fanwort (*Cabomba caroliniana*) from Heard Pond; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by grants from the Commonwealth or the federal government, by borrowing or otherwise.

FINANCE COMMITTEE COMMENTS: The article proposes that the Town authorize the Surface Water Quality Committee to expend funds over the next three years for the removal of invasive aquatic weeds, which are infesting Heard Pond. The remediation plan is based on the recommendations of an independent study dated January 2001 sponsored by the Surface Water Quality Committee.

ARGUMENTS IN FAVOR: Heard Pond abuts the Great Meadows National Wildlife Refuge and is used by the Town as a recreation area. These actions are necessary to remove invasive aquatic weeds, which are causing a deterioration of the Pond and threaten the nearby habitat. The expenditure includes a multi-year treatment, which should be sufficient to reduce

the invasive weeds to a level which can be controlled through a sustained maintenance program.

ARGUMENTS OPPOSED: There is no assurance that this program will be successful in controlling the presence of these invasive weeds, which may require the expenditures of additional monies in the future. In addition, the sources of the weeds are not known at this time so it is not clear that recurring infestation can be controlled.

RECOMMENDATION: The Finance Committee does not recommend approval. Vote: 3-3.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 33: TRANSFER LAND FROM TOWN TO PAUL LANGNER

Proposed by: Board of Selectmen

To determine whether the Town will vote to

a) transfer the care, custody, management and control of the parcel of land containing 1,706 square feet, more or less, located off Cochituate Road on the Wayland Town Building access road as shown on page 124 of this Warrant with Report of the Finance Committee, being a partition of the land described in a deed recorded in the Middlesex South Registry of Deeds in Book 4425, Page 308; and

b) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to convey, sell, transfer, or otherwise dispose of said parcel of land to Paul Langner and Barbara Buell.

FINANCE COMMITTEE COMMENTS: This article seeks to remedy two problems through a combination of land swap and purchase: 1) a triangle of Town-owned land juts into the property at 43 Cochituate Road and 2) two small portions of the road entering the Wayland Town Building are on the property at 43 Cochituate Road. Final negotiations had not taken place at the time the Warrant went to the printers.

ARGUMENTS IN FAVOR: The combined land swap and sale will straighten out the owner's property line. It will also ensure that the entrance road to the Town Building is entirely on Town-owned property.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous

QUANTUM OF VOTE: Transfer land for different purposes, two-thirds – see Massachusetts General Laws Chapter 40, Section 15A; Sale of land, majority – see Massachusetts General Laws Chapter 40, Section 3. (See Map at Appendix I)

ARTICLE 34: ENLARGE WAYLAND HISTORIC DISTRICT

Proposed by: Wayland Historic District Commission

To determine whether the Town will vote to enlarge the Wayland Historic District, created by vote of the Town in 1965, and subsequently extended to the present boundaries as shown on plans filed in the Office of the Town Clerk, by adding thereto the area shown as "M.B.T.A.", area = 39,426 s.f., on a plan entitled, "Plan of Land in Wayland, Mass., Showing Land to be Purchased by the Town of Wayland" dated August 14, 1986, prepared by the Wayland Engineering Department and recorded with the Middlesex South Registry of Deeds as Plan Number 149 of 1988, Book 18853, Page 378.

FINANCE COMMITTEE COMMENTS: The article would enlarge the Wayland Historic District to include a Town-owned parcel of land located between the north side of the railroad tracks and the Library and includes the 1881 railroad freight house.

ARGUMENTS IN FAVOR: Adding this parcel and the railroad freight house to the Historic District protects all the historic resources associated with the other historic railroad artifacts that are included in the current Historic District and represents one of the most comprehensive collections of railroad artifacts in Massachusetts. By including this parcel in the Historic District, the Wayland Historic District would qualify for State funding for the restoration of the Freight Shed.

ARGUMENTS OPPOSED: The area in question is adjacent to the Library. If the Library expands in the future, any plans that would involve use of this parcel would require that their plans be subject to review by the Wayland Historic District Commission, if this parcel is included in the Historic District. The Library Trustees are studying the feasibility of expanding Library and are concerned about the impact of the additional review by the Wayland Historic District Commission and the impact that review may have on their expansion plans. If the expansion, or any use of the freight house, would include changes to the freight house exterior, then these changes would also be subject to review not only by the Wayland Historic District Commission, but also by the Massachusetts Historical Commission, which presently has jurisdiction to review changes to the freight house because it is eligible for inclusion on the National Register of Historic Places.

RECOMMENDATION: The Finance Committee does not recommend approval. Vote: 3-3.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40C, Section 3.

ARTICLE 35: PLANNING/DESIGN OF NEW PARK DEPARTMENT GARAGE

Proposed by: Park & Recreation Commission *Estimated Cost: $50,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Park and Recreation Commission to plan and design a new garage to house the Park and Recreation Department maintenance staff and equipment; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for other purposes, by borrowing or otherwise.

FINANCE COMMITTEE COMMENTS: This article seeks monies to hire a consultant who will assess the Park and Recreation maintenance division's space and facility needs and search for an appropriate site. Currently, the maintenance department of Park and Recreation shares space with the Highway Department. This garage facility is located at the intersection of Route 27 and the access road to the Middle School.

ARGUMENTS IN FAVOR: The current facility is old, cramped and in the opinion of the Park and Recreation Department, unsafe. Most of the Town-owned equipment must be stored outside. A 1996 Highway/Park and Recreation Garage study committee addressed the fuel depot issue and alternative garage sites but did not assess the needs of these two maintenance divisions. The Park and Recreation Department's stated goal is to take a proactive position to solve safety problems, provide decent work-space for their employees and provide protection from the weather to our Town-owned equipment.

ARGUMENTS OPPOSED: It might be premature to investigate possible alternative sites until the Planning Board's Master Plan Study is completed. The Master Plan is expected to address municipal land use needs. Additionally, a town government study is being proposed in this year's warrant. The result of the town government study might be the centralization of certain functions to enhance efficiency, for example the creation of a department of public works.

RECOMMENDATION: Finance Committee recommends against approval. Vote: Unanimous

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 36: TOWN POOL BUILDING REPAIRS

Proposed by: Park & Recreation Commission *Estimated Cost: $200,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Park and Recreation Commission for repairs and improvements to the Wayland Town Pool Building, including repairs to two locker rooms, the pool deck and doorways; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing or otherwise.

FINANCE COMMITTEE COMMENTS: At the 2000 ATM, capital improvement monies ($340,000) were approved for upgrades to the pool building. The estimate upon which the request was made included $5,000 to repair the ventilation system (replacement of a motor). A more detailed engineering assessment has concluded, however, that the entire system is not operating properly and needs replacement. There is essentially no temperature or humidity control, no air recirculation and the combination of high humidity and chlorine is degrading the building infrastructure. In addition, the existing system does not meet the State code for air exchange for indoor swimming pools. After visiting a number of local pools, a system was recommended that will control humidity, protect the building infrastructure, maintain the air temperature at the recommended 2 degrees above the pool water temperature and be more energy efficient. Although actual energy dollar savings would be low (approximately $5,000 or less), the Commission felt that the repair of this system was of such a high priority that it has committed the funds allocated for previously approved repairs (approximately $200,000) to the purchase and installation of this new heating and ventilation system in order to address the items listed above. The Commission now asks for the additional monies to complete the other work on the locker rooms, pool deck and doorways.

ARGUMENTS IN FAVOR: The pool building heating and ventilation system was in need of replacement in order to properly condition the air inside the pool for user comfort, energy savings and preservation of the building infrastructure. Had the extent of the problem with this system been known last year it would have been included in the request. Although the locker rooms, pool deck and doorways were clearly in need of upgrades, the Commission felt strongly that the heating and ventilation system was a higher priority and now asks for the additional monies for the bypassed items. The pool is doing well financially and had a $24,000 surplus in its first fiscal year. These repairs are needed to continue to attract new members to the pool.

ARGUMENTS OPPOSED: The Town has already approved $340,000 for upgrades to the pool. This was already significantly higher than the original projected cost of $165,000 when the Town purchased the pool. The Commission should have had a more thorough assessment of the building before submitting its request last year. The Town should wait and see if the pool continues to run a surplus before allocating additional funds for improvements.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33D. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 37: FUND ENHANCEMENT GRANT FOR IMPROVEMENTS TO TOWN CENTER

Proposed by: Board of Selectmen *Cost: $235,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Selectmen for certain improvements to the Town's Center; and to determine whether such appropriation shall be provided by taxation, transfer from unappropriated funds, by transfer from funds already appropriated for another purpose, by grants received from the Commonwealth or federal government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: The Massachusetts Highway Department is undertaking the project of improving the Route 20/27/126 intersection at the center of town. The design is nearly complete. The Town Center Committee applied for an Enhancement Grant for an additional $225,000 to upgrade some of the project's details for safe and attractive pedestrian access to our center. The enhancement will include the Mellen Law Green, existing sidewalks, crosswalks, additional sidewalks, street furniture, and landscaping. The grant was awarded to the Town. This grant requires that the Town pay for the upgraded improvements and then get reimbursed at a later date. This article, if passed, will provide the needed funds on a temporary basis. In addition, this article asks for $10,000 for engineering.

ARGUMENTS IN FAVOR: The enhancements will significantly improve the appearance of the intersection and surrounding area. Its construction may coincide with landscaping of the adjacent Public Safety Building, perhaps integrating the two projects. Ultimately, there is only a $10,000 cost to the Town since the Commonwealth will reimburse the Town for the enhancement costs.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 38: TOWN-WIDE VEHICULAR AND PEDESTRIAN SAFETY TRAFFIC-CALMING STUDY

Proposed by: Petitioners *Estimated Cost: $45,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by an appointed committee for consulting engineering services to develop a comprehensive vehicular and pedestrian traffic safety calming study with a concentration on historically dangerous problems and/or congested intersections, primary collector routes, cut-through neighborhoods, the establishment and implementation of a standardized signage program analysis of truck traffic flow, and electric signalization schemes, and to determine whether such appropriation shall be provided by taxation, transfer from unappropriated funds, by transfer from funds already appropriated for other purposes, or by grants received from the Commonwealth, the federal government, private contributions, by borrowing, or otherwise.

The Committee shall be established as follows: Two (2) members by the Board of Selectmen, one (1) member by the Road Commission; one (1) member by the Planning Board; one (1) member by the Chief of Police; one (1) member by the Fire Chief; and one (1) member by the Town Moderator. The Committee shall report back to the Board of Selectmen, the Planning Board, and the Finance Committee at least once, no later than February 1, 2002, and then to the year 2002 Annual Town Meeting. Neighborhood and area-wide public meetings will be held as time allows, to review and discuss the overall traffic safety problems.

FINANCE COMMITTEE COMMENTS: The Article calls for a Town-wide study to determine how traffic calming measures could be applied in Wayland. This study would be an extension of the Planning Board's Route 30 Study, which recommended that traffic calming measures be implemented throughout the Town. Traffic calming measures such as raised intersections, islands, chicanes, speed bumps, as well as more traditional measures such as traffic lights, are designed to slow traffic for pedestrian and vehicular safety.

ARGUMENTS IN FAVOR: Because of increases in traffic and in both the very old and very young segments of the Town's population, residents are concerned about safety for drivers and especially for pedestrians. The proposed study would determine the most appropriate safety measures to be taken Town-wide, and could be coordinated with the development of the Town's Master Plan.

ARGUMENTS OPPOSED: Some might argue that the Town's traffic should be sped up rather than slowed down.

RECOMMENDATION: The Finance Committee supports the Planning Board's Article for a Master Plan, which should address growth issues for recreation, buildings and schools, and other Town needs. We suggest that the other studies proposed at this Town meeting be deferred until the Master Plan has been developed. The Finance Committee does not recommend approval of this Article. Vote: 1-6.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 39: RELEASE FIRE LANE EASEMENT ON LOT 6, BOGREN LANE

Proposed by: Board of Selectmen

To determine whether the Town will vote to authorize the Board of Selectmen, with the approval of Town Counsel as to form, to release, abandon or convey a certain easement in, on, over, across and through a portion of Lot 6, Bogren Lane, Wayland, Massachusetts, shown as "Fire Lane" on a plan entitled "Subdivision Plan of Land in Wayland" dated May 26, 1977, by Dale Engineering Co., and recorded with the Middlesex South Registry of Deeds as Plan No. 883 of 1977, in Book 13262, Page 650; and

authorize the Board of Selectmen, with the approval of Town Counsel as to form, to execute and deliver such instruments and documents as may be necessary to effectuate said release, abandonment or conveyance.

FINANCE COMMITTEE COMMENTS: The article proposes that the Town release and extinguish the fire lane easement that exists on Lot 6, Bogren Lane. The easement was established with the subdivision plan of Bogren Lane in 1977 to create a second emergency access to these homes and the homes on Lodge Road. The current owner of the property has requested that the Town release this easement.

ARGUMENTS IN FAVOR: The recent improvements on Lodge Road have allowed the Fire Chief to reassess the easement, and he has determined that with these improvements emergency accessibility to Bogren Lane and Lodge Road is adequate without requiring the fire lane easement across Lot 6.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: 6-0.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40, Section 15. (See Map at Appendix J)

ARTICLE 40: AMEND GENERAL BYLAWS RE: NONCRIMINAL ENFORCEMENT (SWIMMING POOLS)

Proposed by: Board of Selectmen

To determine whether the Town will vote to amend Chapter 1, Article II, Section 1-2 of the Code of the Town of Wayland by adding hereto the following new paragraph:

"F. Chapter 163 of the Code of the Town of Wayland – Swimming Pools.

(1) Penalty: up to three hundred dollars per day.
(2) Enforcing Person: Building Commissioner and his/her assistants."

FINANCE COMMITTEE COMMENTS: Swimming pool regulations were added to the Code of the Town of Wayland in 1982. Missing from these regulations are penalties for violating these requirements. This article seeks to add to the existing swimming pool regulations a monetary fine ($300/day) and the Department responsible for issuing fines.

ARGUMENTS IN FAVOR: Swimming pool regulations focus mainly on making pool areas inaccessible to small children when an adult is not present. In a limited number of cases, owners have been reluctant to install a suitable fence and self closing gate surrounding their swimming pool. A substantial monetary fine might further encourage owners to correct this safety hazard.

ARGUMENTS OPPOSED: Some pool owners might argue that the fine amount is excessive.

RECOMMENDATION: Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 21.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 41: AMEND GENERAL BYLAW ARTICLE II, §36-15

Proposed by: Board of Selectmen

To see if the Town will vote to amend the Code of the Town of Wayland by deleting therefrom Section 36-15 in its entirety and substituting the following therefor:

"§36-15 MOTIONS REQUIRING A SUPER-MAJORITY VOTE"

"The Moderator need not take a count before he or she shall make a public declaration of the vote and the Clerk shall record the vote, unless four-fifths (4/5) or nine-tenths (9/10) vote of a town meeting is required by statute."

FINANCE COMMITTEE COMMENTS: The article would allow the Town to adopt a state statute, which allows the Moderator to declare that all votes, other than votes requiring four-fifths or nine-tenths, have been achieved without requiring a counted vote.

ARGUMENTS IN FAVOR: Our current By-Laws allow all majority votes to be declared without a counted vote. However, votes for articles such as borrowing and zoning changes require two-thirds counted votes. By adopting the By-Law, the Moderator could also declare these votes without a count. The benefit of this change is that it could save time at Town Meeting. The By-Law does not eliminate the right of at least 7 voters to question the Moderator's declared vote, which would then require a counted vote, and does not change the requirement that four-fifths and nine-tenths votes be counted.

ARGUMENTS OPPOSED: The argument opposed would be that the By-Law change gives too much discretion to the Moderator to declare a vote. However, this argument is somewhat tempered because of the safeguard rule allowing 7 voters to question the Moderator's count, which would then require a counted vote.

RECOMMENDATION: The Finance Committee recommends approval. Vote: 6-0.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 21.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 42: ACCEPT GIFTS OF LAND

Proposed by: Board of Selectmen

To determine whether the Town will vote to accept real property or interests in real property which have been tendered to it as a gift, by devise, or otherwise.

COMMENTS: This standard article allows the Town to accept gifts of land.

ARGUMENTS IN FAVOR: Acquisition of land by the town gives the town more control over the use of such land.

ARGUMENTS AGAINST: Land given to the Town may result in a slight loss of taxable real estate.

RECOMMENDATION: The Finance Committee defers a recommendation until Annual Town Meeting. Vote: Unanimous.

QUANTUM OF VOTE: Majority.

ARTICLE 43: SELL OR TRADE VEHICLES AND EQUIPMENT

Proposed by: Board of Selectmen

To determine whether the Town will vote to authorize the Board of Selectmen to sell or otherwise dispose of the following surplus vehicles, equipment, or other personal property in connection with the purchase of new vehicles, equipment, or other personal property.

Department	Vehicle/Equipment	Year
Highway Department	F350 Ford Pick-Up Truck with Plow	1989

FINANCE COMMITTEE COMMENTS: This standard article allows the Town to sell used vehicles or other personal property.

ARGUMENTS IN FAVOR: The selling of used property contributes to the Town's general fund.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority.

ARTICLE 44: AUTHORIZE TREASURER TO BORROW

Proposed by: Board of Selectmen

To determine whether the Town will vote to authorize the Treasurer, with the approval of the Selectmen, to borrow monies from time to time in anticipation of the revenue of the fiscal year beginning July 1, 2001, in accordance with the provisions of Massachusetts General Laws Chapter 44, Section 4 and Chapter 849 of the Acts of 1969, both as amended, and to issue a note or notes therefor, payable within one year, and to renew any note or notes that may be given for a period of less than one year in accordance with the provisions of Massachusetts General Laws Chapter 44, Section 17, as amended.

FINANCE COMMITTEE COMMENTS: This standard article provides for short-term borrowing in case of need, pending collection of real estate taxes.

ARGUMENTS IN FAVOR: This article allows the Town flexibility in managing its finances.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – See Massachusetts General Laws, Chapter 44, Section 4.

WARRANT ARTICLE PROCESS

Non-Petitioner Articles

This document is a guide for governmental bodies wishing to include articles in the Warrant for either the Annual Town Meeting (ATM) or Special Town Meeting (STM). There are generally three sources for such articles: standard articles that appear each year (the omnibus budget, for example); articles from petitioners who desire the town to take certain actions; and articles from official elected and appointed boards, commissions, and committees. Preparing for Town Meeting requires a great deal of time from many people. Well-reasoned, technically correct, and complete articles help make the most efficient use of limited time and resources.

Form of the Warrant Article

All articles should be submitted on the form provided. They may follow the format used in prior warrants but must be original and not marked-up photocopies. Articles should be as fully developed as possible at the time of submission. The article's sponsor should consult with appropriate people or organizations, obtain validated facts and figures, address legal issues, and draft the wording of articles prior to submission.

ATM Time Line and Process

Date	Action	Responsibility
December 15, 4:30	*Submit all articles for Annual Town Meeting (on computer disk if possible)* Articles are collected and numbered, and copies are given to the Board of Selectmen and Finance Committee. Sponsors should provide comments and arguments in favor of their articles at the time of submission.	Executive Secretary
December 15 - Mid-March	*Review articles, determine their order, vote on which non-petitioner articles to include in the Warrant, vote positions on most articles* The Board discusses substantive articles with sponsors under the board's jurisdiction and often meets with sponsors of other articles.	Board of Selectmen
December 15 - Mid-March	*Review each article and prepare a report for the Warrant* The Committee meets with the sponsors of all substantive articles to discuss the articles' merits, financial implications, and other relevant issues. A member of the Committee is assigned to each article to prepare a report for the warrant, including pro and con arguments and the Committee's recommendation.	Finance Committee
January - Mid-March	*Meet with Finance Committee and/or Board of Selectmen to discuss articles; meet required prerequisites, such as hearings, notification of abutters, reports from other boards* Such discussions help to identify issues that require further	Sponsor of article (including petitioners)

	work as well as arguments for and against passage.	
January - Mid-March	*Review articles for form and legal correctness, add required legal citation(s), indicating the quantum of vote required for passage, prepare final wording of motions*	Town Counsel
February-March	*Hold hearings on articles with zoning By-Law implications* The Planning Board is required to hold hearings on articles proposing zoning changes and to make a report on the floor of Town Meeting.	Planning Board
March 17 (approximately	*Submit completed warrant to the printer*	Executive Secretary and staff
7 days prior to ATM	*Mail warrant to registered voters*	Executive Secretary and staff
Approximately 7 days prior to ATM	*Hold a warrant article hearing* A hearing is held to review the warrant.	Board of Selectmen with Moderator and Finance Committee
ATM	*Consider each article at ATM.* Normally, the sponsor makes the motion and speaks to the article's merits. Citizens are encouraged to debate the merits of articles, ask questions, and make amendments when appropriate. Amendments should be legibly written for submission to the moderator and should be made available to citizens when possible.	Town Meeting Attendees

Budgets

Following a similar time line, the Finance Committee sets budget guidelines, meets with all departments to review their budgets, and puts together the omnibus budget, including the five-year capital planning budget. The Board of Selectmen reviews the budgets of all departments under its jurisdiction and meets with the Finance Committee for final consideration.

Special Town Meeting

The Board of Selectmen must vote to hold a special town meeting. The Board sets the date for the meeting, usually a minimum of 45 days in advance, and accepts articles for the warrant for about five days. The above timeline and process should be followed, except that the warrant must be mailed to registered voters 14 days prior to the STM.

ARTICLE FOR ANNUAL TOWN MEETING

SPONSOR_____ DATE RECEIVED_____

TELEPHONE/Day_____

CONTACT PERSON_____ TELEPHONE/Evening_____

BOARD VOTE_____ DATE OF VOTE_____

TITLE_____

COST_____ NO COST _____ COST ESTIMATE AVAILABLE ON_____

TEXT: To determine whether the Town will vote to

COMMENTS

PROS

CONS

SIGNATURE OF CHAIR_____ DATE_____

WARRANT ARTICLE PROCESS

Guide for Petitioners

Citizens have the right to submit articles for consideration by the town meeting. Such articles must be in writing and signed by ten or more registered voters for Annual Town Meeting (ATM) or 100 or more registered voters for Special Town Meeting (STM), using the attached form. All petitioners' articles must be submitted by December 15th for ATM or by the date stated for submission of articles for STM. All petitioners' articles having the required number of qualified signatures must be included in the town meeting warrant by state statute.

Duplicate petitions and petitions that call for an action that is not legal under town By-Law or state statute are usually passed over and petitioners whose concerns are not considered by town meeting are disappointed. Such articles are costly in terms of printing and in the time boards, committees, and staff spend reviewing and preparing the warrant. **The Board of Selectmen and the Finance Committee encourage citizens to work with appropriate town boards to achieve their goals whenever possible before submitting petitioners' articles.**

ATM Time Line and Process

Date	Action	Responsibility
Late November	*Hold a workshop for citizens interested in submitting petition for Annual Town Meeting.* Potential articles and the submission process may be discusse with the Selectmen and experienced volunteers.	Board of Selectmen
December 15, 4:30	*Submit petitioners' articles for Annual Town Meeting (on computer disk if possible)* Articles are collected and numbered, and copies are given to the Board of Selectmen, Finance Committee, Moderator, and Town Counsel. Petitioners are encouraged to provide comments, arguments in favor, and arguments against their articles at the time of submission.	Executive Secretary
January - Mid-March	*Review articles, determine their order, vote positions on most articles; may meet with petitioners* The Board may discuss substantive articles with petitioners or attend the Finance Committee's meeting with petitioners.	Board of Selectmen
January - Mid-March	*Study each petitioner's article and prepare a report for the Warrant* The Committee meets with petitioners to discuss their article. They may explore alternative means for accomplishing the article's objective. A member of the Committee is assigned to the article to prepare a report for the warrant, including pro and con arguments and the Committee's recommendation.	Finance Committee

Date	Action	Responsibility
January - Mid-March	*Meet with Finance Committee and/or Board of Selectmen to discuss article; write report of no more than 150 words to be printed in the warrant if desired and if the Finance Committee prepares a report* Such discussions help to identify issues that require further work on the part of the petitioner as well as to identify arguments for and against passage.	Petitioners
Late November	*Hold a workshop for citizens interested in submitting petition for Annual Town Meeting.* Potential articles and the submission process may be discusse with the Selectmen and experienced volunteers.	Board of Selectmen
January - Mid-March	*Review articles for form and legal correctness, add required legal citation(s), indicating the quantum of vote required for Passage*	Town Counsel
March 15 (approximately	*Submit completed warrant to the printer*	Executive Secretary and staff
7 days prior to ATM	*Mail warrant to registered voters*	Executive Secretary and staff
Approximately 7 days prior to ATM	*Hold a warrant article hearing* Petitioners should attend this hearing to review their warrant articles.	Board of Selectmen with Moderator and Finance Committee
ATM	*Move the article and make a brief presentation on the merits Of the article* Movers of articles have a limited amount of time to explain and present arguments in favor of passage of the article (currently 10 minutes). This presentation is made at the procedural (center) microphone. Petitioners may prepare handouts and slides. If the motion differs substantially from the article printed in the warrant, printed copies should be prepared for the moderator and made available for people attending Town Meeting.	Lead Petitioner
ATM	*Consider each article at ATM* Citizens are encouraged to debate the merits of articles, ask questions, and make amendments when appropriate. Amendments should be legibly written for submission to the moderator and made available to people attending Town Meeting.	Town Meeting attendees

Special Town Meeting

The Board of Selectmen must vote to hold a special town meeting. The Board sets the date for the meeting, usually a minimum of 45 days in advance, and accepts articles for the warrant for one week. The above timeline and process should be followed, except that petitions require 200 signatures and the warrant must be mailed to registered voters 14 days prior to the Special Town Meeting. Special Town Meetings are also called upon receipt of a citizens' petition with 200 signatures.

INSTRUCTIONS FOR COMPLETING PETITIONERS ARTICLE FORM

PAGE 1

Lead Petitioner: The lead petitioner will serve as spokesperson for the article and will be the contact for the Finance Committee and the Board of Selectmen, and by the Planning Board if the petition is a zoning issue.

Date Received: The date received will be stamped on the petition when it is received by the Executive Secretary.

Phone Numbers: Please provide a day and evening phone number where the lead petitioner may be contacted.

Title: Please provide a brief title that describes the purpose of this article.

Town Board/Department Affected: Please list the town board(s) or department(s), if any, that will be affected if this article passes.

Estimated Cost: Please provide an estimate of the cost if passage of this article will have a financial impact on the town.

Article: Please describe fully and unambiguously what you wish the town meeting to vote on.

PAGE 2

Please provide comments, arguments in favor, and arguments that might be used to oppose your article suitable for printing in the warrant. (These may not be printed exactly as submitted.)

PETITIONERS ARTICLE FOR WAYLAND TOWN MEETING

LEAD PETITIONER_____ DATE RECEIVED_____

DAY PHONE_____ EVENING PHONE_____

TITLE_____

TOWN BOARD/DEPARTMENT AFFECTED BY ARTICLE_____

ESTIMATED COST_____

ARTICLE: To determine whether the Town will vote to

Add comments and pro and con arguments on the next page. Thank you.

#	Print Name Legibly	Signature	Print Street Address
1			
2			
3			
4			
5			
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14			

PETITIONERS ARTICLE FOR WAYLAND TOWN MEETING
Page 2

COMMENTS

PRO ARGUMENTS

CON ARGUMENTS

APPENDIX A

THE MODERATOR'S RULES AND REGULATIONS GOVERNING WAYLAND'S TOWN MEETINGS

The following information may help you to participate fully in Wayland's town meetings, which have been held each year since 1639:

I. The Warrant

This booklet, which includes the Warrant for Wayland's Town Meeting, was compiled by the Selectmen and served upon all residents by mail and by posting at the Town Building and the libraries. It contains the agenda of the subjects to be acted upon (articles), including the omnibus budget proposed, if this is an annual meeting, the report and recommendations of the Finance Committee upon each article and additional information concerning the finances and administration of the Town to help us formulate our votes.

No action of this Town Meeting will be valid unless it shall have been taken under an article set forth in the Warrant.

Each article will be considered in the order in which it appears on the Warrant, unless the meeting shall have voted to do otherwise by a two-thirds vote.

II. The Voters

A. All residents of Wayland, who have been duly registered as voters, are urged to attend, participate, debate and vote at all annual and special town meetings subject to laws of the Commonwealth of Massachusetts, the By-Laws of the Town and these rules and regulations.

B. All other persons may attend and observe Wayland's town meetings so long as they remain seated in the special section that has been reserved for this purpose, unless the Moderator shall have authorized them to sit among the registered voters. And see paragraph IV.B.3 below.

C. A registered voter may bring his or her child(ren) to sit among the voters so long as the child(ren) sit(s) quietly beside his or her parent at all times.

III. The Moderator

The Moderator is elected by ballot for a three year term at the annual election of town officers to preside at all Town meetings during his or her term of office and is authorized by state law to regulate the proceedings, decide all questions of order and make public declaration of all votes, subject to the By-laws that Wayland has enacted to regulate the proceedings of town meetings. All rulings of the Moderator are final.

IV. The Meeting

A. The Call to Order

1. The Moderator will call each session of town meeting to order at 7:45 p.m., or as soon thereafter as the Town Clerk has determined that a quorum of one hundred registered voters has been checked into the hall.

2. All persons, who have not registered to vote in Wayland, including members of the press, must sit in the section reserved for non-residents, unless the Moderator has authorized them to sit among the voters.

3. The Moderator will announce the number of each article about to be considered and invite a motion thereunder; the Moderator will omit the reading of the articles, unless a MAJORITY of the meeting shall vote otherwise.

B. To Address the Town Meeting

1. No person may address a town meeting until and unless he or she shall have been recognized by the Moderator. All persons shall, at the request of the Moderator, be silent.

2. All persons, who wish to be recognized, shall approach one of the three microphones placed at the front of the room, which most closely reflects the purpose for which they seek recognition:

a. The Procedural Microphone (in the middle) will be available to those who have been recognized by the Moderator and wish to offer:

1) The main motion under the article being considered and a presentation in support thereof;

30112675 The principal presentation in opposition to the main motion. See paragraph IV.C.2.a below;

30112676 An amendment to a main motion;

30112677 A question seeking information or guidance from the Moderator as to procedure, including a point of order;

30112678 An answer to a question seeking information; and

30112679 A point of order or procedural motion, such as:

a) a motion to terminate debate;

b) a motion challenging the Moderator's declaration of a vote;

c) a motion questioning the presence of a quorum; and

d) a motion to adjourn.

b. The "Pro" Microphone will be available to those persons recognized by the Moderator who wish to speak in support of a motion on the floor.

c. The "Con" Microphone will be available to those persons recognized by the Moderator who wish to speak in opposition to a motion on the floor.

The Moderator will normally recognize those persons, who are standing behind or seated near each microphone in a single file, in the order of their entry into that file, alternating between the Pro and the Con mikes; but reserves the right to recognize any person at any time, including a person who has not approached a mike, a person who is handicapped or a person who has risen to a point of order. Any person whose remarks are not consistent with the purpose of the microphone that he has been permitted to use, shall yield the floor upon request of the Moderator.

3. If a person, who has not registered to vote, seeks permission to address the meeting, the Moderator will ask whether there are any objections. If there are any, he will immediately call for a voice vote. If the majority shall vote to hear the non-resident, the Moderator will give him/her the floor.

C. The Debate

1. When you have been recognized by the Moderator, address the Chair as follows: "Mr. Moderator, I am (Name) of (Street Address)." Then proceed as follows:

a. "I move that . . .";

b. "May I ask you . . ."; or
"May I ask through you (then state the question which you want a board, official, or previous speaker to answer);

c. "I rise to a point of order"; or

2. Once you have been recognized, you may offer any motion, amendment, argument, comment, suggestion or question relevant to the article then under consideration, unless the Moderator shall have authorized debate or invited comments upon subjects not listed in the Warrant; but

a. Any person who wishes to offer the principal presentation in support of, or in opposition to, the main motion under an article, must so notify the Moderator and complete the same within ten minutes, or less, and yield the floor. A light will warn you to conclude your remarks and yield the floor during the following minute.

b. All other persons who wish to address the Town Meeting shall, when recognized, complete their remarks in three minutes, or less, and yield the floor. The same one minute warning light will be turned on when you have used up the first two minutes.

c. You may be interrupted only by a question of privilege, a point of order, a request that you speak more distinctly or by the Moderator.

d. When you have completed your motion, question, or remarks, you relinquish your claim to the floor; and you must yield the floor upon request of the Moderator.

3. If you have a question concerning the legality or propriety of the proceedings, you may approach the Procedural Microphone and address the Moderator without waiting to be recognized, saying: "Mr. Moderator, I rise to a point of order." When you have been recognized, you must state the reason for your point, which may include that a motion is beyond the scope of the article under consideration, that the person who has the floor is not addressing the merits of the motion or that a quorum is not present. The Moderator will then rule on the point and his ruling is final.

4. If you wish to offer a motion within the scope of the article under consideration, follow the procedure outlined under paragraph II. B and C above.

a. If your motion is the main motion, you must then declare that it is identical word-for-word with the substantive portion of the article printed in the warrant which is then under consideration, or describe all of the substantive differences in wording between the article and the motion; otherwise the Moderator will permit no debate or action upon your motion.

b. If you plan to offer a main motion, which contains more than twenty-five words and differs significantly from the article printed in the Warrant, you must first print and distribute a copy thereof to those attending the session of town meeting at which said motion is presented.

c. No motion or amendment of a motion that exceeds ten words in length will be accepted, unless it shall have been offered to the Moderator in writing.

d. A motion that is not identical word-for-word with the substantive portion of the article printed in the warrant then under consideration will not be permitted, unless the Moderator shall determine that said motion is within the scope of the article; i.e., that it does not change the substantial character of the proposal described in that article.

e. The Moderator will permit no motion to appropriate and/or expend a sum of money, which exceed the estimated cost set forth in the article then under consideration by fifteen (15%) percent, except for motions under the omnibus budget article and motions under a supplementary budget article that contemplates the appropriation of additional money for the current fiscal year to augment moneys previously appropriated and proposes to fund such appropriations by transfer from unappropriated funds, funds appropriated for another purpose or from funds received by the Town as grants or gifts.

f. The Moderator may rule on your motion, even if no one has risen to challenge that motion by way of a point of order.

5. You will not be recognized to speak on the merits of a motion if you have already spoken three times on its merits, but you may be recognized to answer a question put by another or to raise a procedural issue with respect to that motion.

6. Wayland's practice with respect to some common subsidiary motions is generally as follows:

a. You may amend a motion by moving to add and/or delete words to and/or from the main motion or by substituting a new motion therefor; but the Moderator permits no more than two amendments to a main motion. A motion to amend is debatable and requires

only a MAJORITY vote, even though the main motion may require a TWO-THIRDS vote.

b. You may move to refer a matter for further study, if your motion identifies the official or committee who shall conduct such study, how it shall report, when and to whom. In the event that you wish to establish a new committee for this purpose, the motion must specify the number of members who shall serve and who shall appoint them. A motion to refer is debatable and may be amended and requires a MAJORITY vote.

c. You may move to advance or postpone consideration of an article listed in the Warrant. Such a motion is debatable, may be amended and requires a TWO-THIRDS vote.

d. You may move to lay an article on the table ("table"). Such a motion is NOT debatable or amendable and requires a TWO-THIRDS vote. A motion to remove such article from the table is also NOT debatable or amendable and requires a TWO-THIRDS vote.

e. You may ask the Meeting to take no action under an article by moving "that the article be passed over." Such a motion may be deemed a substitute for the main motion, is debatable, may not be amended, requires a MAJORITY vote and serves to dispose of the article under consideration.

6. Upon the expiration of sixty minutes after the main motion under any article shall have been seconded, the Moderator may terminate debate thereon, unless the Town Meeting shall have voted to extend the time available for further debate.

7. Although the Moderator has absolute authority to regulate the proceedings at town meetings, debate under a motion can be terminated only by a TWO-THIRDS vote of the Town Meeting. Therefore, if you believe that debate under a motion has gone on long enough, approach the Procedural Microphone, and, when you have been recognized, "move the previous question". If your motion receives a second, the Moderator will ask if anyone, who has not spoken to the motion under consideration, wishes to be recognized. If no one expresses such a wish by raising his or her hand, the Moderator will immediately terminate debate and take a vote upon your motion without permitting any amendment; but if one or more persons, who have not spoken to said motion, raise their hand, the Moderator may defer the termination of debate for a reasonable time to permit both sides of the issue to be heard. If a motion to terminate debate carries by a TWO-THIRDS vote, the Moderator will put the previous motion under consideration to a vote without further debate; but if said motion does not carry by a TWO-THIRDS vote, the Moderator will permit debate to continue.

8. If you wish to adjourn a session of the Town Meeting before all of the articles have been disposed of, you must specify the date and time

when the Meeting shall resume. Such motion may be made at any time, is debatable, may be amended and requires a MAJORITY vote.

7. If an article of the Warrant has once been acted upon and disposed of, a motion to return to the article may be made at any time; however, debate and action on said motion shall be deferred until all other articles shall have been disposed of and shall occur in the numerical order of each such article. In any event, a motion to reconsider is debatable, may not be amended and requires a TWO-THIRDS vote, unless it shall have been made before the article has been disposed of; in which event it requires only a MAJORITY vote. If such motion carries, the Moderator will ask whether there is a new motion under the article to be reconsidered.

D. The Vote

Before calling for a vote, the Moderator will usually repeat the motion under consideration (as the same may have been amended), unless it is substantially identical to the article:

1. The Moderator will then ask all those in favor to say, "Aye". He will then invite those opposed to say, "No". If the Moderator is in doubt as to whether the motion has carried, he or she may call for another voice vote; or may ask those in favor to stand, before he asks those opposed to stand. Sometimes, the Moderator will reverse this procedure before declaring the vote.

2. If the Moderator is still in doubt, or if seven or more voters have immediately questioned his declaration of such vote, he will call for the tellers to help him take a standing counted vote – two tellers for each section of the hall so that they may check each other's results. The Moderator will then repeat the motion and say, "All those in favor will rise and remain standing until counted." When the count has been completed, the Moderator will ask those who are opposed to stand and be counted. As soon as each team of tellers has agreed upon the count in their section, they will be asked to report their portion of the vote from the Procedural Microphone. When all of the tellers have reported, the Moderator will declare the vote and his declaration is final.

3. In the event that the law requires a vote of TWO-THIRDS or more to carry a motion, the Moderator will normally ask whether there is Unanimous support for the motion; but if there is not such support, he will take a standing counted vote.

4. If a TWO-THIRDS vote is required to carry a subsidiary or procedural motion, such as a motion to terminate debate ("move the previous question"), the Moderator need not take a count, even though the voice vote upon such motion was not Unanimous, if the Moderator shall have perceived that more than TWO-THIRDS of the voters voted in the affirmative. The Moderator shall then declare that such motion has carried and the Clerk shall record such declaration together with a note that there was "a scattering of nos."

5. In the event that a majority shall have voted that the vote on a particular motion shall be by secret ballot, the Moderator will ask the Tellers to come forward and take their places at the ballot boxes that will be placed at the front of the Hall by the Town Clerk. The Moderator will then announce the color of the ballot that will be cast upon the main motion and direct the attention of each section of voters to their respective ballot box. The voters will then rise and proceed row-by-row to their box, tear their ballots into two parts, deposit one half in the box, the other half in the discard box and return to their seat. In order to assure the security of all secret ballots:

No one will be allowed to vote without a ballot which bears the color announced by the Moderator.

No one will be permitted to cast a ballot until he or she shall have discarded the other half of the ballot into the discard box in the custody of the Teller.

No one will be permitted to leave the hall until after the meeting has adjourned, unless he or she shall have turned all of the ballots that have not actually been used during a vote to the Checkers at the door.

When all of the ballots shall have been cast, the Tellers will open the ballot boxes and count the ballots at the tables situated at the front of the Hall in front of the podium.

The Moderator will then ask for the Unanimous consent of the meeting (a two-thirds [2/3] vote is required) to proceed to consideration of the next Article. When the Tellers have completed their count, they shall report their count to the Moderator, the Moderator will declare the vote upon disposition of the Article then under debate. The declaration of the Moderator is final. The Moderator will then ask for the Unanimous consent of the meeting to return to the Article (a 2/3 vote is required) under which the secret ballot has been taken.

E. Adjournment

1. Each session of a Town Meeting shall be adjourned by the Moderator (a) at 10:30 p.m., or as soon thereafter as the Meeting has disposed of the article then under consideration or postponed action thereunder, or (b) voted to adjourn at a different time.

2. No motion to dissolve the Town Meeting (to adjourn *sine die*) is in order until every article shall have been duly considered, acted upon and declared as disposed of.

V. Questions

In the event that you have a question concerning the conduct of the meeting or the status of any motion being considered, you are invited to approach the Procedural Microphone and to address your question to the Moderator as soon as you have been recognized.

Thank you for joining us tonight to do the Town's business.

C. Peter R. Gossels, Moderator
January 26, 2001

APPENDIX B
Article 12

Chapter 170 of the Acts of 1999

AN ACT ALLOWING ADDITIONAL COMPENSATION OF A TOWN CLERK OR MUNICIPAL COLLECTOR OR TREASURER UPON CERTIFICATION.

Whereas , The deferred operation of this act would tend to defeat its purpose, which is forthwith to provide additional compensation for town clerks and municipal collectors and treasurers, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Chapter 41 of the General Laws is hereby amended by inserting after section 19J the following section:-

Section 19K. In any town, that accepts this section, a town clerk who has completed the necessary courses of study and training, and has been awarded a certificate by the Massachusetts Town Clerks' Association as a certified Massachusetts municipal clerk, shall receive as compensation from such town, in addition to the regular annual compensation paid by such town for services in such office, an amount equal to 10 per cent of such regular annual compensation, but not more than $1,000 per year. In order to qualify for such additional compensation, a town clerk shall submit to the board of selectmen of such town proof of the award of such certificate. The additional compensation provided in this section shall be prorated for any 12 month period in which an eligible person does not hold the office of town clerk for 12 consecutive months. Such additional compensation shall discontinue when certification is discontinued or withdrawn.

SECTION 2. Section 108B of said chapter 41 is hereby amended by inserting after the word "eight", in line 7, the following words:- and shall also include additional compensation for certified collectors as provided in section 108P.

SECTION 3. Said chapter 41 is hereby further amended by inserting after section 108 O the following section:-

Section 108P. In any city, town or district that accepts this section, a collector or a treasurer who has completed the necessary courses of study and training and has been awarded a certificate by the Massachusetts Collectors and Treasurers Association as a certified Massachusetts municipal collector or a certified Massachusetts municipal treasurer or a certified Massachusetts district treasurer, shall receive as compensation from such city, town or district, in addition to the regular annual compensation paid by such city, town or district for services in such office, an amount equal to 10 per cent of such regular annual compensation, but not more than $1,000 per year. A collector or treasurer who has been awarded both certificates referred to above shall receive such additional compensation for only one such certificate. In order to qualify for such additional compensation, a collector or treasurer shall submit to the mayor or the board of selectmen of such city or town, or the governing board of a district proof of the award of either or both such certificates. The additional compensation provided in this section shall be prorated for any 12 month period in which an eligible person does not hold the office of collector or treasurer for 12 consecutive months. Such additional compensation shall be discontinued when certification is discontinued or withdrawn.

Approved December 30, 1999.

APPENDIX C
Article 13

§ 21A. Additional compensation of assessors for courses of study

In any city or town which accepts this section, an assessor or assistant assessor who has completed the necessary courses of study and training and has been awarded a certificate by the International Association of Assessing Officers as a certified assessment evaluator or who has been awarded a certificate by the Association of Massachusetts Assessors as a certified Massachusetts assessor shall receive as compensation from such city or town, in addition to the regular compensation paid by such city or town for services in such office, an amount equal to ten per cent of such regular compensation; provided, however, that in no event shall such additional compensation exceed one thousand dollars annually, if such assessor or assistant assessor is employed on a full-time basis, or five hundred dollars, if such assessor or assistant assessor is employed on a part-time basis. An assessor who has been awarded both certificates referred to above shall receive such additional compensation for only one of such certificates. In order to qualify for such additional compensation, an assessor or assistant assessor shall submit proof that he has been awarded either or both of the aforesaid certificates to the mayor or the board of selectmen of such city or town. The additional compensation herein provided shall be prorated for any twelve month period in which an eligible person does not hold the office of assessor or assistant assessor for twelve consecutive months.

Added by St.1971, c. 889.

HISTORICAL NOTE

St.1971, c. 889, was approved Oct. 14, 1971.

§ 21A 1/2. Certified assessors; compensation

In any city or town which accepts this section, an assessor or assistant assessor, who has completed the necessary courses of study and training and has been awarded a certificate by the International Association of Assessing Officers as a certified assessment evaluator or who has been awarded a certificate by the Association of Massachusetts Assessors as a certified Massachusetts assessor, shall receive as compensation from such city or town, in addition to the regular compensation paid by such city or town for services in such office, an amount equal to ten per cent of such regular compensation. An assessor who has been awarded both certificates referred to above shall receive such additional compensation for only one of such certificates. In order to qualify for such additional compensation, an assessor or assistant assessor shall submit proof that he has been awarded either or both of the aforesaid certificates to the mayor or the board of selectmen of such city or town. The additional compensation herein provided shall be prorated for any twelve month period in which an eligible person does not hold the office of assessor or assistant assessor for twelve consecutive months. In those citiesand towns which accept the provisions of section twenty-one A, this section shall not be applicable.

Added by St.1987, c. 469.

APPENDIX D
Article 15

APPENDIX E
Article 20

Town of Wayland

PROPOSED ACQUISITION OF CAZANAS PROPERTY

Legend

- Cazanas Property
- Conservation Area
- Parcel Boundary
- Building Roof-Print

Survey Department
Wayland GIS
41 Cochituate Road
Wayland, MA 01778
March 29, 2001

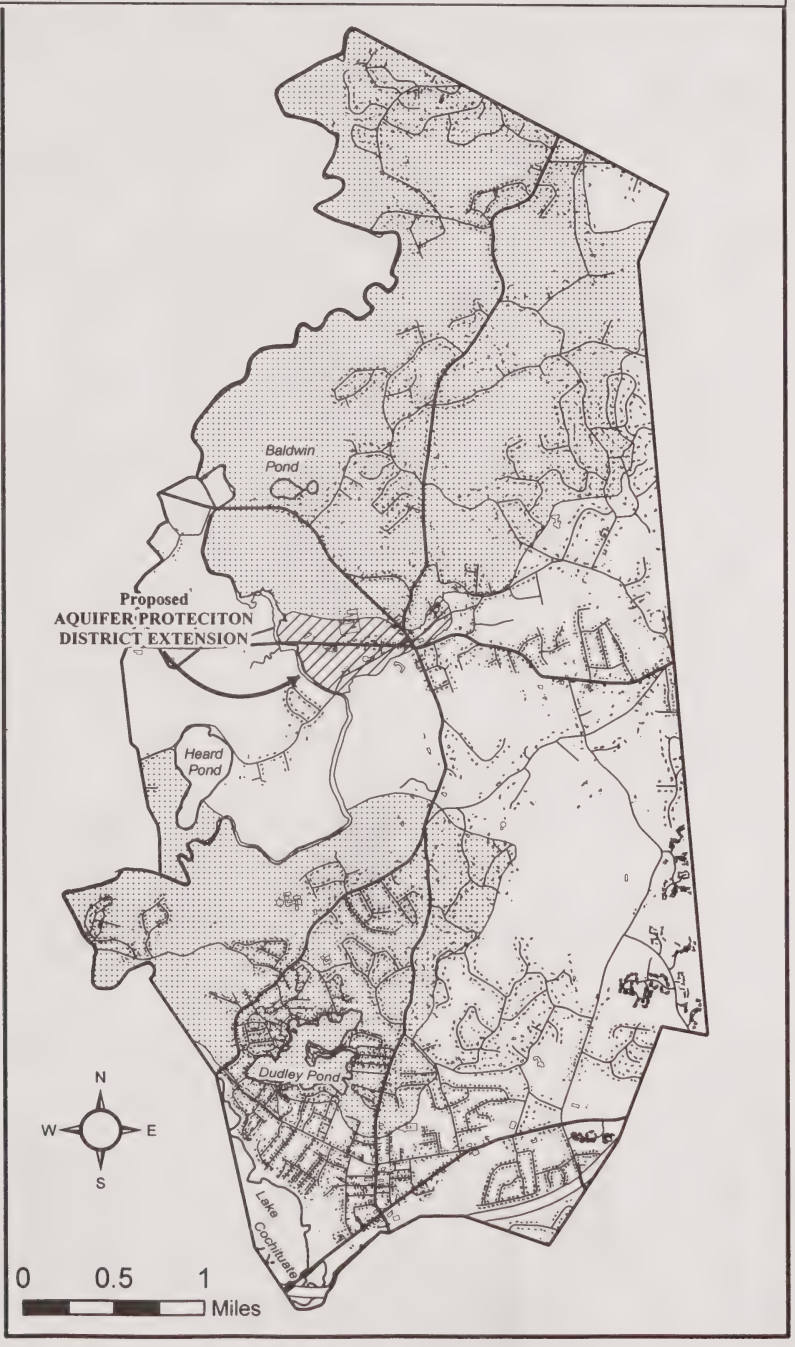
APPENDIX F
Article 22

Town of Wayland

PROPOSED AQUIFER PROTECTION DISTRICT EXTENSION

Legend

- Current APD
- Proposed Extension
- Building Roof-Print
- Town Boundary
- Roadways



Survey Department
Wayland GIS
41 Cochituate Road
Wayland, MA 01778
March 29, 2001

APPENDIX G
Article 29

Town of Wayland

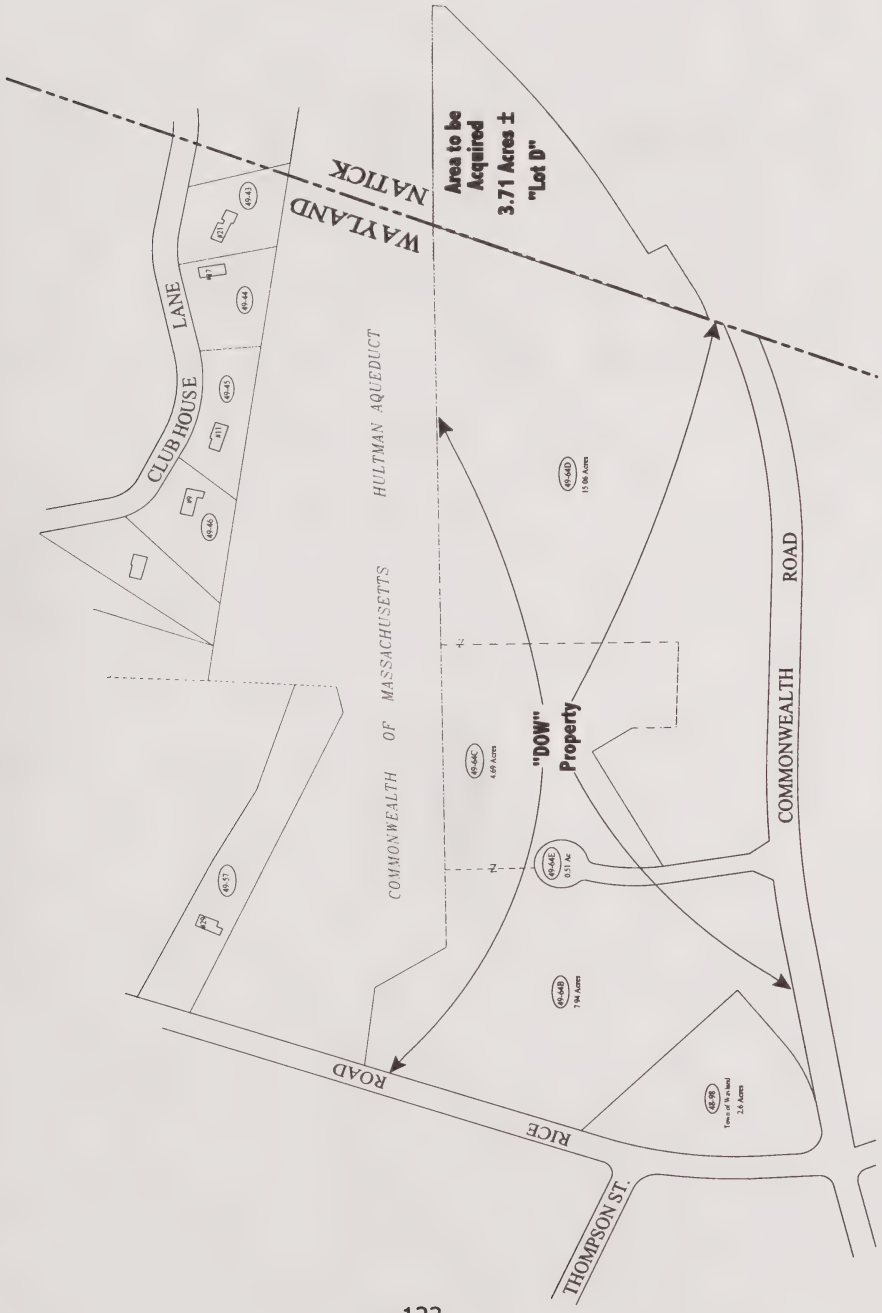
PROPOSED HANDICAPPED-ACCESSIBLE CANOE LAUNCH

Legend

- Parcel Boundary
- Building Roof-Print
- Sudbury River
- Conservation

Survey Department
Wayland GIS
41 Cochituate Road
Wayland, MA 01778
March 29, 2001

APPENDIX H
Article 30



APPENDIX I
Article 33

APPENDIX J
Article 39

★★★★★★★★★

You are required to serve this Warrant by posting copies thereof, attested by you, at the Town Building, at the Public Library in Wayland Center, at the Cochituate Fire Station or the Cochituate Post Office, and at the Happy Hollow School, and by mailing or delivering a copy thereof addressed to each residence in the Town seven (7) days, at least, before the time appointed for the Annual Town Meeting.

Hereof, fail not and deliver this Warrant with your return thereon to the Town Clerk on or before April 11, 2001.

Given under our hands and seals this 9th day of April, 2001.

Patricia E. Abramson, Chair
Mary M. Antes, Vice Chair
Brian T. O'Herlihy
Susan W. Pope
Linda L. Segal

Selectmen of the
Town of Wayland

Alfred H. Bellows
Peter Hahn
Robert L. Lentz, Vice Chair
Robert H. Loring
G. Christopher Riley, Chair
Lisa C. Schimmel
Jane Sanford Stabile

Finance Committee

TOWN BOARD VACANCIES

COMMISSIONS/COMMITTEES/POSITIONS	TO BE APPOINTED	TERM
CABLE TV COMMITTEE	1 Vacancy	Fill a term expiring 6/01
COCHITUATE STATE PARK ADVISORY COMM	1 Vacancy	1 Year
DUDLEY POND AREA PLANNING COMMITTEE	2 Vacancies	2 Years
FAIR HOUSING COMMITTEE	1 Vacancy	1 Year
GROWTH POLICY COMMITTEE	5 Vacancies	1 Year
HISTORICAL COMMISSION	1 Vacancy	3 years
LOCAL ACCESS CORPORATION	5 Vacancies	1 Year
METROWEST OPEN SPACE TASKFORCE	1 Vacancy	1 Year
WAYLAND MIDDLE SCHOOL BLDNG COMM	1 Vacancy	Fill a term expiring 6/02
MWRA / WESTON AQUEDUCT PUBLIC ACCESS COMMITTEE	5 Vacancies	1 Year
PERSONNEL BOARD	1 Vacancy	5 Years
ROUTE 30 DEVELOPMENT COMMITTEE	1 Vacancy	1 Year
ROUTE 30 TRAFFIC PROJECT COMMITTEE	1 Vacancy	1 Year
STATION TWO COMMITTEE	5 Vacancies	1 Year
TAXATION AID COMMITTEE	1 Vacancy	1 Year
WAYLAND/SUDBURY SEPTAGE COMMITTEE	1 Vacancy	Fill a term expiring 6/30/01

Anyone interested in filling the above openings may obtain further information from the Executive Secretary's Office at (508) 358-3621 and/or send a résumé if possible via e-mail to jritter@wayland.ma.us.

TOWN OF WAYLAND
Board of Selectmen
41 Cochituate Road
Wayland MA 01778
www.wayland.ma.us

PRESORT STANDARD
U.S. POSTAGE
PAID
Permit No. 16
Wayland MA

ECRWSS

POSTAL PATRON
WAYLAND MA 01778